

avila **COLLEGE**



1980-1981

ACADEMIC CALENDAR 1980-1981

First Semester, 1980-1981

August 21	Resident Students arrive Residence Halls open
August 25	Classes begin
September 1	Labor Day (no classes)
September 8	Mass of the Holy Spirit
October 10	Last day for filing Application for Degree
October 10-12	Avila Day/Mid-Semester Break (no classes)
October 13	Classes resume
November 25	Thanksgiving recess begins after last class
November 26	Residence Halls close
November 30	Residence Halls open
December 1	Classes resume
December 8-13	Final Week Sessions
December 13	Christmas recess begins after last session End of first semester Residence Halls close

Second Semester, 1981

January 11	Resident Students arrive Residence Halls open
January 12	Classes begin

February 28

March 8

March 9

March 21

April 15

April 20

April 21

May 2-8

May 8

May 8-9

May 9

Summer Session, 1981*

June 7

June 8

July 30

Spring/Mid-Semester Break begins after last class
Residence Halls close
Residence Halls open
Classes resume
Senior Comprehensive Examinations
Easter Recess begins after last class
Residence Halls close
Residence Halls open
Classes resume
Final Week Sessions
End of second semester after last session
Commencement Weekend
Residence Halls close

Residence Halls open
Classes begin
End of summer session after last class
Residence Halls close

*Some special classes and workshops begin in May, 1981.

CORRESPONDENCE

Mailing address: Avila College, 11901 Wornall Road, Kansas City, Missouri 64145.

Visitors are welcome on the campus. Administrative offices are open Monday through Friday from 8:00 a.m. to 4:45 p.m. and on Saturdays from 9:00 a.m. to 12 noon. It is advisable that appointments be made in advance.

The college telephone number is (816) 942-8400. The college theatre box office telephone number is (816) 942-8408.

Accreditation

North Central Association of Colleges and Schools
American Medical Record Association/Committee on Allied Health Education and Accreditation
Council on Social Work Education, B.S.W.
Missouri State Board of Nursing
Missouri State Department of Public Education
National League for Nursing

— Nondiscriminatory Policy —

Avila College does not discriminate on the basis of sex, race, age, color, handicap or national origin in administration of its educational policies, admission policies, scholarship and loan programs and athletic and other school administered programs. Inquiries may be addressed to the Director of Affirmative Action at Avila College.

Memberships

American Association of Colleges of Nursing
American Association of Colleges for Teacher Education
American Association of Collegiate Registrars and Admissions Officers
American Council on Education
American Theatre Association
Association of American Colleges
Association Montessori International
Association of College Unions — International
College Entrance Examination Board
Missouri Association of College Admissions Counselors
Missouri Colleges Fund Committee
National Association of College Admissions Counselors
National Association of Intercollegiate Athletics
National Association of Intercollegiate Athletics for Women
National Association of Student Financial Aid Administrators
National Association of Student Personnel Administrators

This catalog is not to be construed as a contract. The college reserves the right to change fees, tuition, or other charges; add or delete courses; revise academic programs; or alter regulations and requirements as deemed necessary. Avila College offers both equal education and equal employment opportunities.

THE COLLEGE

HISTORY OF AVILA COLLEGE

Avila College was founded by the Sisters of St. Joseph of Carondelet who participated in the social mission of the Church by ministering to the needs of society through education.

Avila was chartered in 1916, the first private college for women in Kansas City and was known as the College of St. Teresa. It offered a two-year liberal arts program leading to an Associate of Arts degree. Avila became a four-year college in 1940, and was accredited by the North Central Association in 1946. It has maintained its standing since that time.

The rapid growth of the college decreed an expansion of building and curriculum. The college moved to a new suburban campus in 1963, with a new name, Avila, honoring Teresa of Avila. The college became coeducational in 1969. Nine buildings make up the campus: the academic building, administration building, student centre, faculty residence and chapel, theatre/nurse education complex, two residence halls, a library/education centre, and field-house.

PHILOSOPHY

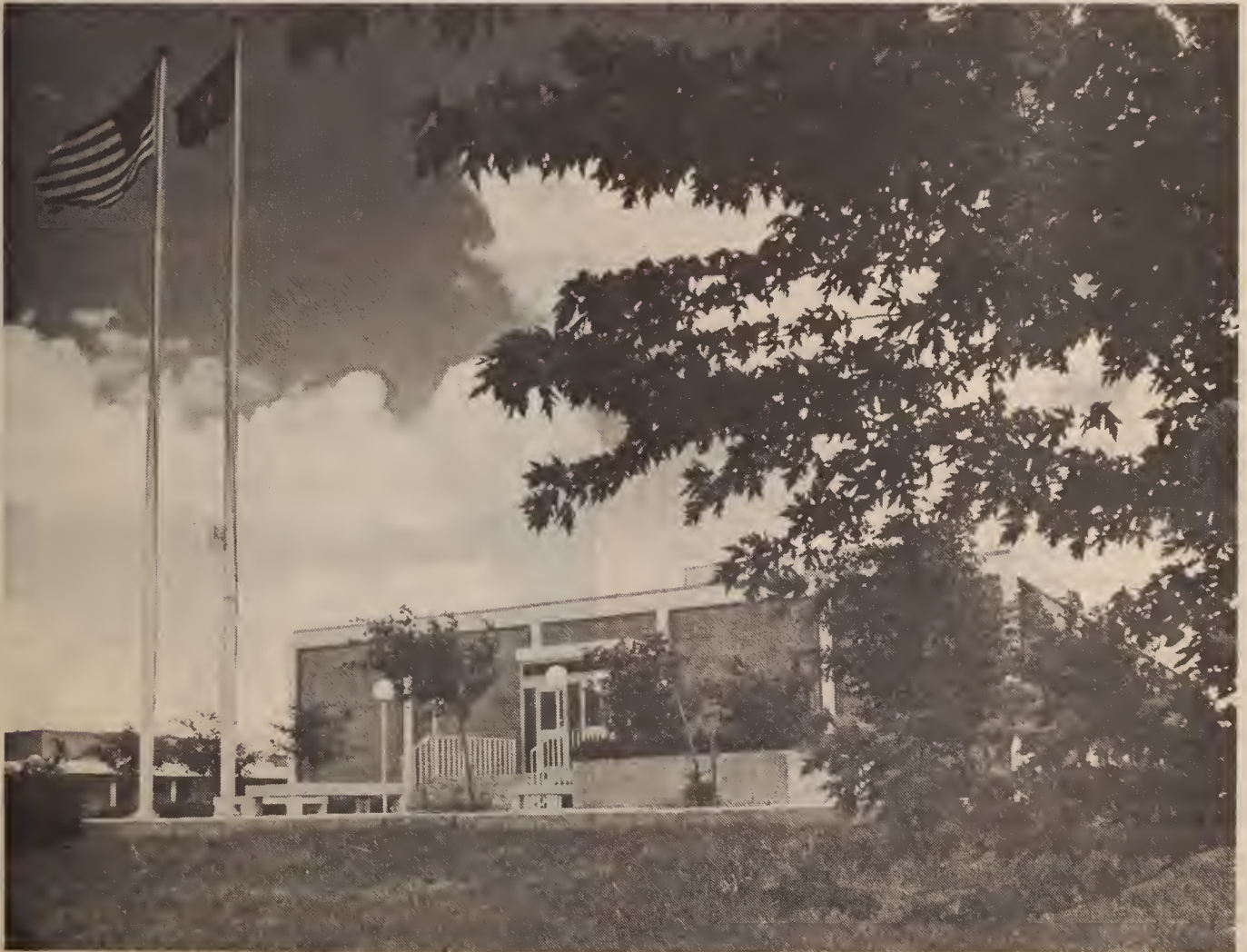
Avila College, sponsored by the Sisters of St. Joseph of Carondelet, is an academic community dedicated to the liberal arts and responsive to the needs of professional areas.

A Catholic college that seeks to provide for the intellectual, spiritual and social growth of its members, Avila includes men and women of many faiths with a diversity of religious convictions.

The administration, faculty and staff work together with students to create an environment wherein the quality of Christian hope permeates and enlivens an objective search for truth.

Thus the Avila student is enabled and encouraged to develop a set of values that will allow him to grow in freedom and responsibility as he relates to contemporary social and moral issues.

A community of individuals, Avila provides an atmosphere of faith and support in which each person may gain insight into himself, his relationship with God and his place in service to the world community.



STUDENT SERVICES

The Campus Ministry; Counseling, Health and Related Services Centre; Student Life Program; Student Housing; and Athletic Programs offer students programs to expand their educational experiences. Among the many services offered are career development, college skills, counseling, job placement, health services for minor illness and emergencies, entertainment programs, and opportunities for students to participate in student government and publication of the student paper. Additional information is available in the Student Handbook.

PARKING

All students, faculty and staff members are required to register their cars with the Business Office. A fee of \$1.00 per car will be assessed for the academic year, July 1, 1980 to June 30, 1981.

Restricted parking areas are: fire lanes, dock areas and handicapped parking areas. Any car in these off-limits areas will be ticketed with a fine and subject to being towed away.

HONOR SOCIETIES

Delta Epsilon Sigma is a national scholastic honor society for students of Catholic colleges and universities. Students who have completed fifty percent of their undergraduate program with a 3.5 grade point average are eligible for membership. Students are nominated to the society by a vote of the college faculty.

Kappa Gamma Pi is a national honor society for alumnae of Catholic women's colleges. Women graduating with a 3.6 grade point average and manifesting a potential for leadership are eligible for membership. Students are nominated to the society by a vote of the college faculty.

Pi Delta Phi is a national honor society for French majors and minors.

Alpha Sigma Pi is an Avila College honor society for recipients of the Avila Medal.

Sigma Theta Tau, Beta Lambda chapter, is a national honor society for nurses.

Psi Chi is the national honor society for students completing a major or minor in psychology.

AWARDS

The Avila Medal is an honor conferred by the president. The award is made on qualifications of character, service, and loyalty.

The Ariston Award is an honor conferred by the students on the outstanding senior.

Who's Who Among Students in American Colleges and Universities is an award conferred upon those graduating seniors who have shown outstanding merit and accomplishment.

The St. Catherine's Medal is given annually through Delta Epsilon Sigma to the sophomore woman who has the best record of progressive achievement for her class at the college.

ALUMNI ASSOCIATION

Through the Avila College Alumni Association, men and women who have attended the college can maintain friendships and loyalties developed during their college years. Any former student who has completed twenty-four (24) semester hours of coursework at Avila is considered an alumnus. Through the association, alumni promote the continued growth of the college and their own interest in higher education.



ADMISSIONS AND EXPENSES

ADMISSION PROCEDURES

The admission procedures and policies of Avila are designed to assist in the selection of those students who can both profit from and contribute to the educational opportunities offered at the College. The admissions procedures which follow are applicable to both full-time and part-time students.

Each application for admission is considered on an individual basis, with the student's high school record, test scores and/or previous college record being of major importance.

All application materials, transcripts, letters of recommendation, etc., submitted for admission become the property of Avila College.

I. Freshman Applicants

Freshman applicants are urged to submit their application for admission soon after the completion of the junior year of high school. The materials listed below must be submitted to the Director of Admissions in order that the student's application can be processed:

1. Application for admission.
2. \$20 non-refundable application fee. (Any applicant entering as a first-time freshman and submitting the application for admission before January 1, 1981, will not be required to pay this fee.)
3. High School transcript. This may be sent at the completion of the junior year of high school. However, a final transcript is required at the completion of the senior year. An applicant must graduate from an accredited high school or preparatory school and should complete 16 units, including English, social science, mathematics, and natural science. Graduates from non-accredited high schools will be considered on an individual basis.
4. An official report of scores from the American College Test (A.C.T.) or Scholastic Aptitude Test (S.A.T.) is required of all entering freshmen. The applicant may select either test although the A.C.T. is preferred. A person who has graduated from high school more than one year before entering college need not take a college entrance examination. (If the score reports of the A.C.T. or the S.A.T. are on the high school transcript, the scores will be used for admissions purposes. However, an official score report from either A.C.T. or S.A.T. will still be required as part of the student's permanent record. The A.C.T. examination is given weekly on the Avila campus. Contact the Counseling Centre in order to register or receive further details.)
5. Permission for Treatment Form. Missouri Residents under 18 years of age and out-of-state students under 21 years of age must complete a Permission for Treatment Form prior to enrollment.

II. Non-Graduates of High School

Individuals who have not completed high school may be considered for admission on the basis of the General Education Development (G.E.D.) test.

III. Four-Year College Transfer Applicants

Students wishing to transfer to Avila from other four-year

colleges and universities must submit the materials listed below:

1. Application for admission.
2. \$20 non-refundable application fee.
3. High school transcript. This is waived for the student who has received a baccalaureate degree from another institution and is seeking admission to work on a second degree or teaching certification; or has earned thirty (30) credit hours with a 2.0 (C) grade point average.
4. College transcript. Request that official transcripts be sent directly from each college attended.

A cumulative "C" average (on a scale where 2.0=C) is necessary for admission as a transfer student.

Nine semester hours of correspondence credit will be accepted toward a degree.

Avila College accepts transfer credits from other institutions as recommended in the transfer credit practices directory published by the American Association of Collegiate Registrars and Admissions Officers.

Credits received more than fifteen years ago will be accepted toward a degree, but not toward the total hours required for a major. In some instances, an exception to this rule is made by individual departments.

Transfer students must have the approval of a major in writing from the major subject adviser before entering the junior year, or if the student has already earned junior standing, during the first semester of attendance at Avila College.

Students transferring from non-accredited colleges will be reviewed for possible provisional acceptance. Students thus accepted will be approved as degree-seeking candidates after successful completion of 30 hours at Avila College.

IV. Two-Year College Transfer Applicants

Avila College accepts the associate degree oriented toward the baccalaureate degree as having satisfied the general education requirements of the college, provided the student has graduated with a 2.0 average from an accredited institution.

A maximum of 72 semester hours of two-year college credit will be accepted toward the total hours required for a degree. The final 30 semester hours must be consecutive resident credits. Credits earned through transfer, life experience, military service or College Level Examination Program (CLEP) do not count as resident credits. Avila College will accept for transfer credit all courses designated as college or university equivalent by the accredited two-year college.

Two-year college transfer applicants must submit the same application materials that are required of students transferring from four-year colleges.

V. Provisional Admission

Students not meeting the admission criteria (previous grades, S.A.T. or A.C.T. scores, and class rank), but otherwise showing promise for academic success may be admitted as provisional students. Provisional students may be required to participate in a college skills training

program designed to develop academic and college organizational skills. Provisional students may also be restricted in the number of credit hours for which they may enroll within their first semester as a condition of their acceptance.

VI. Notification of Decision

Upon receiving the required application materials the Office of Admissions will process the student's application. Within two weeks of receipt of notification of acceptance to the College, students for the fall semester are required to submit a \$75 tuition deposit payable in two installments of \$25 and \$50. The first installment of \$25 is due two weeks after written notification of acceptance. The second installment of \$50 is due June 1. Applicants for spring semester must submit a \$50 tuition deposit within two weeks of written notification of acceptance. Tuition deposits are non-refundable.

VII. Re-Admit Students

Students who have previously attended Avila College, but have not been in attendance at least the prior semester (summer sessions excluded) must complete a Re-Admit Application. If additional credits were taken at other institutions, copies of transcripts will be required.

ADMISSION OF MILITARY PERSONNEL AND VETERANS

In addition to the requirements listed for admission of transfer students, military personnel and veterans will be granted credit for military service and college-level work completed in service schools as recommended by the Commission on Accreditation of Service Experiences of the American Council on Education. Applicants must submit a copy of their DD214 form.

ADMISSION OF FOREIGN STUDENTS

In addition to the requirements listed for admission to the freshman class, applicants from other countries must:

1. Demonstrate proficiency in the English language by means of previous college coursework or take the Test of English as a Foreign Language examination. Information and applications may be obtained from TOEFL, Educational Testing Service, Princeton, New Jersey 08540.
2. Submit verification of financial support before an I-20 student visa form can be issued.
3. Transcripts must be submitted in English.

ADMISSION OF ACCREDITED RECORD TECHNICIANS (ART)

The Medical Record Administration Program provides the Accredited Record Technician (ART) and other Medical Record Practitioners with the opportunity to earn a Bachelor of Science in Medical Record Administration Degree. Accredited Record Technicians who are graduates of Certificate or Associate Degree Programs are eligible for admission. Credit may be earned by proficiency examinations as well as by documentation of experience. Admission and graduation requirements are the same for all students. Applicants are asked to submit official transcripts for all previous college credits as well as evidence of completion of the Correspondence Course or Independent Study Modules from the American Medical Record Association.

ADMISSION OF MT(ASCP) REGISTERED MEDICAL TECHNOLOGISTS

Registered Medical Technologists who have not completed a baccalaureate degree will be granted thirty-three (33) hours of credit for successful completion of their clinical training. The remainder of their course requirements will meet those of the National Accrediting Agency for Clinical Laboratory Sciences and assure entry level competencies. The student must meet the college admission requirements for transfer students.

ADMISSION OF REGISTERED NURSES

The Department of Nursing provides the opportunity for the registered nurse to earn a Bachelor of Science in Nursing degree. Registered nurses who are graduates of diploma or associate degree programs are eligible for admission. Advanced placement credit for some courses in the liberal arts and sciences and in the nursing courses may be granted after satisfactory performance on proficiency examinations. The R.N. applicant must meet the same admission and graduate requirements as those required for all students. Applicants are asked to submit official transcripts from all hospital R.N. programs and State Board of Nursing scores.

RE-ADMISSION OR TRANSFER TO NURSING PROGRAM

Students requesting re-admission to the nursing major or students wishing to transfer to the nursing major may obtain an application form from the Department of Nursing office. These forms must be submitted to either the chairperson of the Evaluation and Progression Committee, or the chairperson of the Department of Nursing by:

March 15 for consideration the following fall semester

September 30 for those wishing to enter the following spring.

ADMISSION OF RADIOLOGIC TECHNOLOGISTS

Registered or registry-eligible technologists, who have completed certification programs in Radiologic Technology are eligible for admission into the three-year program leading to a Bachelor of Science degree in Radiologic Technology. A two-year program is available to registered or registry-eligible technologists who have graduated from an accredited institution with an associate degree. Persons currently enrolled in Radiologic Technology training programs are eligible for admission with the approval of the Program Director, Avila College. All students must meet the college admissions requirements for transfer students.

ADMISSION OF RESPIRATORY THERAPISTS

Registered or registry-eligible therapists will be granted credit for their associate degree course work as follows:

- 1) Full acceptance of clinic course work if the individual has **completed** the registry exam process after 1975.
- 2) Full to partial acceptance of clinic course work based on the results of proficiency exams for individuals not covered in #1 above. (This includes certified technicians.)
- 3) Acceptance of science and liberal arts courses according to normal college regulations for transfer students.

The candidate for the degree in Respiratory Therapy should contact the Program Director or Director of Allied Health for evaluation and consultation regarding the program.

ADMISSION OF SPECIAL STUDENTS

College graduates and students regularly matriculated at other institutions may be admitted to courses when the following credentials have been received by the Director of Admissions:

1. A formal application for admission.
2. An official statement from the academic dean or registrar of the institution granting the degree certifying that the student is either a graduate of the institution or is in good standing and has permission to enroll for the specified courses.
3. An official transcript from institution granting degree if student is not planning to transfer credits back to parent institution, or if the student is working toward teacher certification.

Students participating in off-campus courses, extension centers or otherwise seeking academic credit but not for a degree from Avila College, may enroll with Enrichment status. These students must complete a special application, but do not need to provide records of previous academic experience.

REGISTRATION ACCEPTANCE

Persons who wish to enroll for courses, but have not been accepted for admission, may obtain permission to enroll by means of the **Temporary Registration/Acceptance**. The T.R.A. allows a student to enroll for courses by signing an agreement to furnish appropriate credentials by a prescribed date and verifying grade point average. The T.R.A. may be obtained only by appearing in person during a registration period and must be approved by an admissions officer.

PRE-FRESHMAN ADMISSION, DUAL ENROLLMENT

Upon completion of the sophomore year in high school, students may register for college courses on the freshman level under the following conditions:

1. They must meet general admissions standards of the college.
2. They must submit a special application for admission which requires approval from the high school principal and from a high school instructor or counselor.

Courses taken for credit will count as college credit after the student enters college as a regular student. Such courses will not normally count either toward the high school diploma or as college entrance requirements. This credit is transferable to other accredited institutions.

Interested students may obtain further information by contacting the Admissions Office.

ADVANCED PLACEMENT OF FRESHMEN

Advanced placement (with or without credit) is given to students who have done advanced work in high school and make satisfactory scores on the Advanced Placement Examination of the College Entrance Examination Board.

CREDIT BY EXAMINATION

Avila College recognizes the fact that academic credit by examination is a valid and useful measure of scholastic achievement. The college presumes that persons seeking

such credit are sufficiently knowledgeable in the area to be tested to preclude any pre-test tutorial service.

The Avila College Testing Centre will administer examinations for credit to all persons requesting this service. Both the CLEP and departmental-type examinations are available.

If persons desiring credit by examination are not currently or have not previously been enrolled at Avila College, they will receive credit for successfully challenged courses upon enrollment. With the approval of their academic advisers, students may challenge courses in which they are currently enrolled. With acceptable scores, they must then officially withdraw from said courses in order to receive credit by examination. The Director of Testing Services will explain and outline specific procedures.

Credits earned through transfer, life experience, military service or College Level Examination Program (CLEP) do not count as part of the final 30 hours of consecutive resident credits required for a degree at Avila College.

CLEP examinations for credit are administered during the third week of each month. The General Examinations are offered on the third Saturday of each month and the Subject Examinations on the third Monday of each month.

There is a charge of \$20.00 for each CLEP Subject Examination and \$20.00 for each General Examination when taken separately. If two or more examinations are taken, fees charged are based on the number of objective tests, regardless of whether they are General Examinations or Subject Examinations. For further information, please use CLEP Registration Guide available in the Testing Office. The examination should be paid for by personal check or money order.

Departmental examinations for credit may be challenged as often as the department submitting the examination allows. These examinations will be administered four times yearly in January, April, August, and October.

Upper-division courses may be challenged at the discretion of the departments involved. Performance courses and courses involving lab work and practicums are also dependent upon departmental decisions.

The Departmental Examination fee is \$20.00 per credit hour. Students not receiving credit or students withdrawing from Departmental Examinations after registering with the Testing Office will receive a refund of all but \$20.00 of the fee payment.

Students may register for any of these examinations at the Testing Office, O'Rielly Hall, approximately three weeks in advance of the testing dates.

CREDIT FOR EXPERIENTIAL LEARNING

In addition to Avila's testing program as described above, Avila provides academic credit for experiential learning.

To apply, students already enrolled at Avila petition the department, present detailed accounts of experience and supporting evidence, and meet other specific departmental requirements. See Structure for Experiential Learning:

1. A \$20.00 (non-refundable) application fee plus the part-time (evening) tuition rate for hours granted in unstructured learning (or structured learning that had not been examined before). The \$20.00 application fee would count toward the total charge.

2. For structured learning that has been examined before, the \$20.00 application fee would suffice as the total charge.

DEPARTMENT OF CONTINUING EDUCATION

The Department of Continuing Education, in cooperation with Avila's academic departments, extends educational offerings beyond the traditional on-campus degree programs. Through conferences, workshops, seminars and short-term sessions, the residents of the community are provided the opportunity to continue their education in areas of personal and professional interests.

Continuing Education Unit

Continuing Education Units (CEU's), are granted for many continuing education offerings. CEU's are measured on the basis of number of contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction and qualified instruction. (1.0 CEU equals 10 contact hours; .7 CEU equals 7 contact hours and so forth.)

Continuing education records are kept on file at the National Registry for Continuing Education, a service of the American College Testing Program. Permanent records are maintained there for persons completing requirements of a session. Transcripts are issued by the National Registry at the written request of the student. In addition, files are maintained in the Continuing Education Department Office at Avila College.

Enrollment is through the Department of Continuing Education, by mail or in person, and at the program site if spaces remain available.

NON-CREDIT PROGRAM

With the permission of the instructor, any person may enroll in credit courses offered at Avila College on a non-credit basis. Students taking courses for non-credit are not required to meet the admission requirements of the college, take tests, or attend classes regularly. Permanent records are not maintained and grade reports are not issued. The academic level of these classes provides interested persons from a variety of backgrounds and experiences an atmosphere for intellectual and professional growth.

Enrollment is through the Registrar's Office in person, during the scheduled times of registration for credit courses.

COOPERATIVE PROGRAMS

Avila College has an exchange agreement with several area colleges extending library privileges and permitting full-time students to register for course work without payment of additional tuition. See the academic dean for details.

FOREIGN STUDY

Avila recognizes the value of foreign study and encourages students to participate in this enriching academic experience. Although of interest and benefit to all, time spent in another culture is of particular importance to students majoring in foreign languages, international business, history or the fine arts. A good selection of exciting summer experiences or full semester programs is available, or students may choose to participate in the annual Avila Experience in Europe. Interested students may obtain further information from the director of foreign studies.

GENERAL EXPENSES

Full-Time Students — 12-18 hours		1980-1981
Tuition (per semester)		\$1,275.00
(Tuition in excess of 18 hours is \$75 per credit hour)		
Student Activity Fee (per semester)		20.00
Student Centre Fee (per semester)		4.50
		<u>\$1,299.50</u>

Part-Time Students — 1-11 hours

(includes Student Activity Fee)	
Tuition for day classes (per credit hour)	 75.00
Tuition for evening (after 1700) and Saturday classes (per credit hour)	 55.00
Graduate tuition — day and evening (per credit hour)	 80.00

NON-TRADITIONAL STUDENTS

Registration for students 55 years of age and over is accepted on a space available basis. No application fee is assessed.

	Credit or Audit	Non-Credit
55-64		
Tuition	½ regular	½ regular
Lab Fees	Regular	Regular
Student Activity Fee	½ regular	None
65 & over		
Tuition	\$10 per semester	\$5 per semester
Lab Fees	Regular	Regular
Student Activity Fee	None	None

RESIDENCE HALL

Room and Board — Double Room (per semester)	\$ 790.00
Room and Board — Single Room (per semester)	 915.00
Room Reservation and Damage Deposit	 50.00

ACADEMIC FEES

Art Labs:

All Ceramics classes	each	\$27.00
All Drawing classes	each	15.00
All Fibers classes	each	12.00
All Painting classes	each	11.00
All B/W Photography classes	each	24.00
All Printmaking classes	each	26.00
All Sculpture classes	each	17.00
All Watercolor classes	each	9.00
AR 116 Art for Elem. School (ED195)	..	10.00

AR 125 Color Photography I	130.00
(includes all supplies)	
Communication:	
CO 30, Intro to Radio/TV	20.00
CO 60-67, Film	20.00
CO/MU 85, Func/Care, Human Voice	15.00
CO 121, Photography	24.00
CO 130, Producing/Direct. TV	20.00
CO 150, Radio Broadcasting/Programming	20.00
Music: Private lessons in Piano, Organ, Voice, Guitar	
(1-2) per semester:	
Full-time College Students	
Non-credit	\$ 85.00 (30 minutes weekly)
Credit	95.00 (45 minutes weekly)
Part-time College Students	
(includes tuition and fees)	
Non-Credit	105.00 (30 minutes weekly)
Credit (1)	135.00 (45 minutes weekly)
Credit (2)	180.00 (60 minutes weekly)
Non-College Students	
	105.00 (30 minutes weekly)
Nursing	
Basic Nursing	
NU 111, 115, 117	\$110.00
Adapt. Health/Illness	
NU 112	50.00
Major Health Problems	
NU 121	60.00
Major Health Problems	
NU 122	60.00
Mental Health Nursing	
NU 141	60.00
Pediatric Nursing	
NU 151	60.00
Community Health Nursing	
NU 171	60.00
Management Process in Nursing	
NU 161	60.00
Physical Skills	As announced
Science Laboratories:	
Biology (per lab, see schedule)	25.00
Chemistry (per lab, see schedule)	25.00
Breakage fee (refundable)	5.00
Computer (CS 11)	25.00
Earth Science	5.00
Medical Record Science	
Medical Terminology	25.00
Medical Terminology Practicum	25.00
Medical Record Science I-IV	25.00
Directed Practice I-III	25.00
MRA Clinical Practicum	15.00
MR Administration and Education	
Internship	15.00
Medical Technology	
Simulated Lab	35.00
Medical Technology (per lab)	25.00
Physics (per lab)	25.00
PA 185, Admin. Measure. & Anal.	15.00
PA 188, Fund. of Admin. Research	15.00
Radiologic Technology	
Administrative Internship	10.00
Teaching Practicum	10.00
SO/SW 179, Applied Research	15.00
ST/PE 20, 21, 22, Fencing I, II, III each	15.00
ST 45, Stagecraft	5.00
ST 55, Costume Construction	15.00

Credit by Examination, CLEP	20.00
Credit by departmental examination	
(per credit hour)	20.00
Courses for Non-Credit	
(per credit hour)	20.00
Continuing Education Units	As announced
Student Teaching per credit hour	
(in addition to tuition)	9.00
College Skills Program	7.50

Miscellaneous Fees and Special Services

Application Fee for all new students	20.00
Tuition Deposit for all new students	75.00
(Spring, \$50.00)	
Graduation Fee	40.00
Penalty for late filing of Degree Application	10.00
Change in Program Fee (see section on	
Program Changes)	5.00
Change of Incomplete Grade (per card)	5.00
Late Payment Penalty	15.00
Deferred Payment Plan (per semester)	20.00
Cancellation of Registration Fee (see section	
on Tuition Adjustment)	25.00
Replacement Fee for lost or stolen Student ID	
and Initial ID's after the first three weeks	
of semester	2.00
Transfer Evaluation Fees:	
First Evaluation	0
(cost included in application fee)	
Second Evaluation	5.00
Third and additional Evaluations, each	10.00
Parking Permit, per vehicle	1.00

The charge for auditing courses is the same as for courses taken for credit.

The college reserves the right to revise its charges and fees at any time should it be deemed necessary.



Private telephones are available to each dormitory room at commercial rates.

PAYMENT OF ACCOUNTS

All accounts are due and payable on the day of registration or as otherwise may be noted on the class schedule.

CREDIT CARDS

The college will accept either Master Charge or Visa in payment of accounts.

DEFERRED PAYMENT PLAN

The deferred payment plan has been designed to allow students to spread the payment of fees over the semester. There is a \$20 fee, per semester. Total charges, after allowing for all approved financial aid, are payable in four equal installments. A \$15 late fee will be assessed on all delinquent accounts. The payment schedule is as follows:

First Payment

First Semester — Registration Day or as otherwise noted on class schedule; Second Semester — same as First Semester.

Second Payment

First Semester — October 1; Second Semester — February 15.

Third Payment

First Semester — November 1; Second Semester — March 15.

Fourth Payment

First Semester — December 1; Second Semester — April 15.

ROOM AND MEALS

1. Rooms are reserved by written application to the Avila College Housing Office and payment of a \$50 Room Reservation and Damage Deposit.

2. Former or present residents of a dormitory are not required to send a Room Reservation and Damage Deposit with their application/contract if a \$50 deposit is already on record.

3. For refunds of the Room Reservation and Damage Deposit, see section on Refund Policy.

4. An applicant's name is placed on a waiting list when both the application/contract and Room Reservation and Damage Deposit are received.

5. After receipt of all application materials, and upon determination that space is available, the Housing Office will send the student a "Guarantee of Housing." At this point the student's application/contract becomes a binding contract for both parties.

6. A limited number of single rooms are available on a first-come, first-served basis. The college reserves the right to honor double room requests over single room requests.

7. The college does not provide pillows, linens, blankets, or bedspreads.

8. Room and board contracts are for the entire academic year. Juniors and Seniors may request one-semester contracts.

9. The college reserves the right to honor a yearly contract over a semester contract, as well as a full-time student over a part-time student contract.

TUITION ADJUSTMENT AND REFUND POLICY

Tuition will be adjusted as a result of withdrawing from the classes during the first three weeks of the semester. (The first three weeks date from the first day of college classes according to the academic calendar — not the beginning date of individual courses.) Laboratory fees are not refundable. The following schedule will be used:

Full-Time Students

First Week — Cancellation of registration. Cancellation of all tuition and fees less \$25. **Note!!** Cancellation of registration is a complete withdrawal from college and no records will be kept. A \$25 fee will be charged. To cancel registration, forms which are available in the Registrar's Office must be processed during the first week.

First Week — Change in status from full-time to part-time. Tuition will be reassessed at the part-time rate and the appropriate reduction made. The change in program card must be processed during the first week.

Second and Third Weeks — Withdrawal from school 50% reduction of tuition only.

Second and Third Weeks — Change in status from full-time to part-time. No reductions.

After Three Weeks — No reductions, original charges are due and payable.

Part-Time Students

First Week — Cancellation of registration. Same as for full-time students.

First Week — Withdrawal from some but not all classes. 100% reduction of tuition and fees.

Second and Third Weeks — Withdrawal from some or all classes. 50% reduction of tuition only.

After Three Weeks — No reductions, original charges are due and payable.

IF ANY TUITION REDUCTION RESULTS IN AN OVER-PAYMENT, THE APPROPRIATE REFUND WILL BE MADE. IF ANY TUITION REDUCTION RESULTS IN THE STUDENT STILL OWING AVILA, IT WILL BE DUE AND PAYABLE.

CREDIT BALANCE REFUNDS

Credit balances may be requested at the Business Office any time after the second week of the semester. The following schedule will be used in refunding credit balances:

1. \$250 or less, the entire amount may be requested at one time.
2. \$250 to \$500, one-half of the amount may be requested and the remaining balance may be requested at mid-term.
3. \$500 to \$1,000, one-third of the amount may be requested in three monthly payments.
4. Over \$1,000, one-fourth of the amount may be requested in four monthly payments.

REFUND POLICY — RESIDENCE HALL

Residence hall students withdrawing from the residence hall during the first week will receive a 100% refund of the total room and board fee minus \$50; during the second week will receive a 75% refund of the total room and board fee; during the third week will receive a 50% refund of the total room and board fee; after the third week will receive a refund on their board fee on a prorated basis.

The \$50.00 Room Reservation and Damage Deposit must be kept at \$50.00 while a student is in residence. The deposit will be forfeited if the student has not occupied the room by 5:00 p.m. on the first day of classes. The room will be considered vacant unless previous arrangements have been made.

After the student has properly checked out of his room, the \$50 Room Reservation and Damage Deposit, less unpaid assessments, is refundable to the student under the following circumstances:

1. Any new resident student who withdraws his application and who notifies the Housing Office in writing prior to June 2 for the first semester or November 17 for the second semester.
2. Students withdrawing from college at the end of fall semester and who notify the Housing Office in writing by November 17 for spring semester.
3. Contract period expires and student does not sign a new contract.
4. Returning resident students who request cancellation of their contract during the summer and who notify the Housing Office in writing by June 2.
5. Graduation.
6. Residents who request in writing by November 17 and receive permission to terminate their residence hall contract in accordance with the residence hall termination policy.

FINANCIAL AID

Avila College provides financial assistance to qualified students on the basis of both need and merit. The purpose of the Financial Aid program is to provide supplementary assistance to students who would otherwise be unable to attend college.

STUDENTS SHOULD REQUEST A FINANCIAL AID BROCHURE FROM THE STUDENT FINANCIAL AID OFFICE FOR A COMPLETE EXPLANATION OF ALL THE TYPES OF AID AVAILABLE FROM AVILA.

Parents, based on their financial ability, are expected to make a maximum effort to assist the student by underwriting the cost of education.

Students are also expected to assist themselves in meeting financial costs incurred in the educational process.

Financial aid and scholarship considerations are made without regard to a student's age, race, sex, religion, national origin, political, social or economic beliefs.

What is Financial Need?

Financial need is defined as the difference between the costs of education (tuition, fees, room and board, books, transportation and personal expenses) and the student's or family's ability to meet that cost. To assist in the determination of need, Avila College uses either the College Scholarship Service Financial Aid Form (F.A.F.) or the American College Testing Family Financial Statement (F.F.S.). Either service provides a standard evaluation of student or family resources and recommends a student's or family's contribution toward the cost of education.

How to Apply

Students applying for financial aid must meet the following requirements:

1. Submit an application for admission at Avila College. An applicant must be enrolled or accepted at Avila before any financial assistance can be awarded.
2. Each applicant must submit either a Financial Aid Form (F.A.F.) to the College Scholarship Service, Box 380, Berkeley, California 94701, Avila College Code 6109; or a Family Financial Statement (F.F.S.) to the A.C.T. Student Assistance Programs, 2201 North Dodge Street, P.O. Box 1000, Iowa City, Iowa 52240, Avila College Code 2278, designating Avila College as the Needs Analysis recipient.
3. Applicants must complete the Avila College Application for Financial Aid and return it to:
Director of Financial Aid
Avila College
11901 Wornall Road
Kansas City, Missouri 64145
4. Submit a copy of the last I.R.S. 1040 or 1040A tax return.

ALL FINANCIAL AID INFORMATION IS STRICTLY CONFIDENTIAL.

When to Apply

Applications for Financial Aid must be made annually as awards cover a period not longer than one academic year and are made conditional on the availability of funds. Renewal of financial aid is dependent upon the funds available and the maintenance of a satisfactory academic record. The types of aid a student can receive may vary from year to year.

The major portion of financial aid is awarded prior to May 1; therefore, it is advantageous to apply and submit necessary forms as early as possible.

Award Notification

Award notification will be mailed when the student's file is completed and reviewed. Award notices will include the total financial aid package.

Recipients of financial aid are required to indicate the acceptance of their award within 14 days of notification to

the Financial Aid Office. Awards not accepted will promptly be reassigned to other students showing need for such funds as all financial aid programs that are administered through the Avila Financial Aid Department are limited by the funds available.

TYPES OF AID AVAILABLE:

INSTITUTIONAL AID

Avila College offers scholarships and grants to qualified students. Various aid programs are available and are based on the student's financial need and/or academic performance.

FEDERAL ASSISTANCE

1. Basic Educational Opportunity Grants
2. Supplemental Educational Opportunity Grants
3. National Direct Student Loans
4. College Work-Study
5. Nursing Scholarships
6. Nursing Student Loans
7. Guaranteed Student Loans

STATE ASSISTANCE:

1. Missouri Student Grant Program

Outside Aid

Applicants for financial aid should keep the College informed of other scholarships and awards received from outside sources, such as businesses, foundations, or professional groups.

For further information call or write to Director of Financial Aid.



ACADEMIC INFORMATION

DEGREES

Avila College offers a four-year course in the liberal arts and sciences leading to the degrees of Bachelor of Arts, Bachelor of Fine Arts in Art, Bachelor of Fine Arts in the Performing Arts, Bachelor of Fine Arts in Speech and Theatre, Bachelor of Music; and a four-year course in the liberal arts and sciences with some professional preparation leading to the degrees of Bachelor of Science in Business, Education, Medical Record Administration, Medical Technology, Nursing, Radiologic Technology, Respiratory Therapy; or Bachelor of Social Work.

Avila College also offers a Master of Business Administration, with concentrations in Accounting and Management; and a Master of Science in Education or Psychology.

BACHELOR OF ARTS

The candidate for the Bachelor of Arts degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C"). No more than 42 hours may be required for a major. No more than 60 hours in one subject may be counted toward the 128-hour requirement.
2. Completion of the final 30 hours at the college.
3. Completion of the following core requirements:

Humanities — 21 hours with one course in each of the following three areas:

Area I — Fine Arts:

Art
Communication
Dance
Music
Speech/Theatre

Area II — Language and Literature:

English
French
German
Spanish

Area III — Philosophy and Religious Studies

Social and Behavioral Sciences — 15 hours in three of the following areas:

Economics
History
Political Science
Psychology
Sociology

Natural Science and Mathematics — 12 hours with one course in each of the following three areas:

Mathematics
Biological Science
Physical Science:
Chemistry
Computer Science

Earth Science
Physics

4. Completion of a major of not less than 27 semester hours in one subject area including 20 semester hours in upper division courses; a minimum grade of "C" in each upper division course in the major. Completion of at least 12 upper division hours in the major at the college.
5. Completion of requirements specified by major departments.
6. Approval of a major in writing from the major subject adviser before entering the junior year.
7. Successful completion of recital, exhibit, project, research paper, oral examination, and/or any other department evaluation requirement.
8. The National Teacher Examination is required of all seniors with a major or minor in education.

BACHELOR OF ARTS: BUSINESS MAJOR (Legal Assistant Concentration)

The candidate for the Bachelor of Arts degree with a major in Business must fulfill the following additional requirements. Prior to formal admission to the department, student should seek advice from designated academic adviser.

- A. Criteria for admission to the Business major:
 1. Approval of the major in writing from the Department of Business upon completion of lower division Business and Economics core requirements and 12 hours at Avila College.
 2. Successful completion of either Business Mathematics (BU 16) or the Business Mathematics Proficiency Examination by the end of the first thirty (30) hours in the department.
 3. Professional conduct and demonstrated evidence of promise of success in the pursuit of the degree.
- B. Criteria for completion of degree in Business:
 1. Achievement of a minimum grade of "C" in all courses required for the major.
 2. Completion of at least 12 hours of upper division courses in the major at Avila College.
 3. Satisfactory score on the Undergraduate Assessment Program (UAP) examination.

BACHELOR OF FINE ARTS IN ART

The candidate for the Bachelor of Fine Arts in Art degree must meet the following requirements:

1. An applicant seeking B.F.A. candidacy must complete at Avila College a minimum of twelve studio art credits with a "B" average before submitting a portfolio of recent representative works to the Art Division Faculty Review Board. If accepted as a B.F.A. candidate in Art, there is an Avila residency requirement of three academic years.
2. Completion of at least 134 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C").
3. Completion of the final 30 hours at the college.
4. Completion of 76 hours in the major subject area:

Studio Art	65 hours
Art History	11 hours
5. Completion of the following core requirements:

Humanities 30 hours
 Speech Communication (3)
 English Literature (6)
 English Composition (6)
 Foreign Language (6)
 Philosophy or Religion (3)
 Electives (6)

Social and Behavioral Sciences 9 hours
 History (3)
 Political Science or Economics (3)
 Sociology (3)

Natural Science and Mathematics 16 hours
 Biological Science (3)
 Chemistry (4)
 Physical Science (3)
 Fundamental Concepts of Mathematics (3)
 Natural Science (3)

6. Completion of major requirements (see requirements listed under Art); a minimum grade of "C" in each upper division course in Art. Completion of at least 24 upper division hours in Art at Avila.
7. Approval of a major in writing from the major subject adviser before entering the junior year.

BACHELOR OF FINE ARTS in either PERFORMING ARTS (dance, music, speech and theatre) or SPEECH AND THEATRE

The candidate for the Bachelor of Fine Arts degree in either Speech and Theatre or the Performing Arts must meet the following requirements:

1. The completion of a minimum number of credits (for specifics, see PF and ST sections of catalog) with an overall average of "B" before submitting to the respective Faculty Review Board a request in writing for B.F.A. candidacy. If accepted as a B.F.A. candidate, there is an Avila residency requirement of three academic years.
2. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C"). 75 hours in the major subject area are required.
3. Completion of the final 30 hours at the college.
4. Completion of the following core requirements:

Humanities — 21 hours with one course in each of the following three areas:

Area I — Fine Arts:

Art
 Communication
 Dance
 Music
 Speech/Theatre

Area II — Language and Literature:

English
 French
 German
 Spanish

Area III — Philosophy and Religious Studies.

Social and Behavioral Sciences — 15 hours in three of the following areas:

Economics
 History

Political Science
 Psychology
 Sociology

Natural Science and Mathematics — 12 hours with one course in each of the following three areas:

Mathematics
 Biological Science
 Physical Science

5. Completion of major requirements (see requirements listed under major): a minimum grade of "C" in each upper division course in the major. Completion of at least 24 upper division hours in the major at Avila. Minimum of six semesters at Avila for transfer student, eight semesters minimum for entering Freshman; — or departmental approval.

6. A thesis, comprehensive examination, recital, exhibit, or senior project.

7. The National Teacher Examination is required of all seniors with a major or minor in education.

BACHELOR OF MUSIC

The candidate for the Bachelor of Music degree must meet the following requirements:

1. Completion of at least 128 semester hours (132 for Music Education majors) of academic work with a minimum grade point average of 2.0 (average grade of "C"). 67 hours in the major subject area are required.
2. Completion of the final 32 hours at the college.
3. Completion of the following core requirements:

Humanities — 15 hours with a minimum of one course in each of the following three areas:

Area I — Performing and Visual Arts

Art
 Communication
 Dance
 Speech/Theatre

Area II — Language and Literature

English
 French
 German
 Latin
 Spanish

Area III — Philosophy and Religious Studies

Social and Behavioral Science — 12 hours in three of the following areas:

Economics
 History
 Political Science
 Psychology
 Sociology

NB — History, Political Science, and Psychology are recommended for Music Education majors to fulfill state certification requirements.

Natural Science and Mathematics — 12 hours with one course in each of the following three areas:

Mathematics
 Biological Science
 Physical Science

4. Completion of major requirements (see Music course listings); a minimum grade of "C" in each upper division course in the major. Completion of at least 24 upper division hours in the major at Avila.
5. Approval of a major in writing from the major subject adviser before entering the junior year.
6. Successful completion of two (2) recitals (performance majors) or comprehensive examination (music education majors).
7. The National Teacher Examination is required of all seniors with a major or minor in education.

BACHELOR OF SCIENCE IN BUSINESS

The candidate for the Bachelor of Science degree in Business must fulfill the requirements listed below. Prior to formal admission to the department, students should seek advice from designated academic adviser.

- A. Criteria for admission to the Business major:
 1. Approval of the major in writing from the Department of Business upon completion of lower division Business and Economics core requirements and 12 hours at Avila College.
 2. Successful completion of either Business Mathematics (BU 16) or the Business Mathematics Proficiency Examination by the end of the first thirty (30) hours in the department.
 3. Professional conduct and demonstrated evidence of promise of success in the pursuit of the degree.
- B. Criteria for completion of the Bachelor of Science degree in Business:
 1. Completion of at least 128 semester hours of academic work with no more than 77 hours in BU/EC courses and a minimum grade point average of 2.0.
 2. Achievement of a minimum grade of "C" in all courses required for the major.
 3. Completion of at least 12 hours of upper division courses in the area of emphasis at Avila College.
 4. Satisfactory score on the Undergraduate Assessment Program (UAP) examination.
 5. Completion of the following core requirements:

Humanities — 21 hours with at least one course in each of the following three areas:

- Area I — Fine Arts:
- Art
 - Communication
 - Dance
 - Music
 - Speech/Theatre

Required: CO 111

- Area II — Language & Literature:
- English
 - French
 - German
 - Spanish

Required: EN 15, 28.

- Area III — Philosophy and Religious Studies
- Required: PL 13

Social and Behavioral Sciences — 15 hours in three of the following areas:

- Economics

- History
 - Political Science
 - Psychology
 - Sociology
- Required: PY 11

Natural Science and Mathematics — 9 hours with one course in two of the following areas:

- Mathematics
 - Biological Science
 - Physical Science
- Required: MA 16

ASSOCIATE DEGREE IN BUSINESS

The candidate for the Associate Degree must complete the following requirements:

1. Completion of 64 hours with a minimum grade point average of 2.0.
2. Achievement of a minimum grade of "C" in all courses required for the Associate degree.
3. Final 18 hours must be completed at Avila College.

BACHELOR OF SCIENCE DEGREES IN EDUCATION

Degrees in Education require these core courses: (58-59 hours)

Humanities

English Writing	6 hours
English Literature	3 hours
Communication	3 hours
Art for Elementary School	3 hours
Music for Elementary School	2 hours
Art or Music elective	2-3 hours
Total	19-20 hours in four areas

Social and Behavioral Sciences

American History	6 hours
Government course	3 hours
Psychology of the Exceptional Child	3 hours
Economics elective	3 hours
Sociology elective	3 hours
Total	18 hours in five areas.

Natural Science and Mathematics

Fund. Concepts of Mathematics	3 hours
Geometry for Elem. Teachers	3 hours
(or elective Math course)	
Methods of Math. Elem. Teacher	3 hours
Biological Science + lab	4 hours
Physical Science + lab	4 hours
Elective Science	4 hours
Total	21 hours in three areas

All B.S. degrees in education require:

- A. These additional certification courses:
 - World Geography 3 hours
 - Children's Literature 3 hours
 - Health Education 2 hours
 - P.E. Elementary School 2 hours

B. A 21-hour concentration of courses in a related teaching field such as Math/Science; Communication; Modern Foreign Language; Social Sciences, etc., to be approved when major is approved in the Department.

Courses required for specific majors in the B.S. of Education degree are:

Elementary: ED 121, 122, 141, 151, 152, 156, 175, 186, 191, 194, 196, 198, 199.

Montessori: ED 121 or 141, 151, 152, 156, 175, 186, 187, 189, 190, 196, 198, 199.

Special Education: ED 121, 122, 136, 141, 151, 152, 156, 166, 175, 176, 186, 194, 196, 198, 199, 169 or 368, 171 or 370.

See EDUCATION section of the catalog for Admission and Graduation Requirements specific to Education majors and minors.

BACHELOR OF SCIENCE IN MEDICAL RECORD ADMINISTRATION

The candidate for the Bachelor of Science in Medical Record Administration degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 ("C").
2. Maintain a "C" or above in all Medical Record, Allied Health and Science courses.
3. Approval of the major in writing from the MRA Program Director before entering the medical record administration courses.
4. Completion of the final 30 hours of senior year while enrolled at Avila College.
5. Completion of the following required courses:

Humanities 18 hours
English: EN 15*, 29 (6)
Speech :CO 111* (3)
Philosophy/Religion: PL 156* or RS 156* (3)

Social and Behavioral Sciences 12 hours
Psychology: PY 11* (3)
Recommended courses:
Sociology: SO 11, 112 (6)

Natural Science 16 hours
Biology: BI 120*, 121* (8)
Chemistry: CH 13*, 15* (8)

Mathematics 3 hours
MA 50 (3)

Business 6 hours
BU 120, 140 (6)

Allied Health 14 hours
AH 11*, 14*, 71*, 115, 119 (14)

Medical Record Administration 53 hours
MR 14*, 21*, 22*, 32*, 51*, 52*, 61*, 62*, 111, 112, 123, 124, 151, 175, 194, 196

Electives 6 hours

6. NOTE: Courses indicated by (*) are required for the Associate of Arts Degree.

ASSOCIATE OF ARTS DEGREE IN MEDICAL RECORD TECHNOLOGY

The candidate for the Associate of Arts degree in Medical Record Technology must meet the following requirements:

1. Completion of at least 64 semester hours of academic work with a minimum grade point average of 2.0 ("C").
2. Maintain a "C" or above in all Medical Record, Allied Health and Science courses.
3. Approval of the major in writing from the Program Director before entering the medical record technology courses.
4. Completion of the final 30 hours of the sophomore year while enrolled at Avila College.
5. Completion of the following required courses:

Humanities 9 hours
English: EN 15* (3)
Speech: CO 111* (3)
Philosophy/Religion: PL 156* or RS 156* (3)

Social and Behavioral Science 3 hours
Psychology: PY 11* (3)
Recommended course:
Sociology: SO 11 (3)

Natural Science 19 hours
Biology: BI 120*, 121*, 125* (11)
Chemistry: CH 13*, 15* (8)

Allied Health 8 hours
AH 11*, 14*, 71* (8)

Medical Record Administration 24 hours
MR 14*, 21*, 22*, 32*, 51*, 52*, 61*, 62*

Electives 1 hour

6. NOTE: Courses designated with (*) are also required for the Medical Record Administration Program.



BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

The candidate for the Bachelor of Science in Medical Technology degree must meet the following requirements:

1. Completion of at least 130 semester hours of academic work with a minimum grade point average of 2.0 ("C").
2. Maintain a "C" or above in all Natural Science, Allied Health and Medical Technology courses.
3. Obtain approval of the major in writing from the Medical Technology Program Director before entering the junior year.*
4. Completion of the final 33 hours of the senior year while enrolled at Avila College.
5. Completion of the following requirements:

Humanities 18 hours

Recommended courses:

English: EN 15 (3)
Philosophy/Religion: PL 156
or RS 156 (3)
Speech: CO 112 (3)

Social and Behavioral Science 12 hours

Required course:

Public Administration: PA 31 (3)

Recommended courses:

Psychology: PY 11 (3)
Sociology: SO 11, 112 (6)

Natural Science and Mathematics 52 hours

Required courses:

Biology: B1 121, 120 or 123, 152, 153, 156 (19)

Chemistry: CH 11, 113, 120, 121, 140 (22)

Mathematics: MA 16, 17 (6)

Physics: PH 13 (5)

Allied Health 5 hours

Required courses:

AH 11, 14 (5)

Medical Technology 60 hours

Required courses:

MT 125, 127, 158, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180

*Note: Students' transcripts are reviewed by the program officials during the Spring Semester of the sophomore year. Those who have successfully completed the required prerequisites will receive written notification of acceptance into the third academic and fourth clinical year of the program.

BACHELOR OF SCIENCE IN NURSING

The candidate for the Bachelor of Science in Nursing degree must meet the following requirements:

A. Criteria for admission to the nursing major.

1. Students are expected to be enrolled full-time at Avila College prior to entering the nursing major. Questions related to full-time status are to be directed to the student's adviser and the Department of Nursing.
2. *Completion of pre-nursing courses listed with courses of instruction. Pre-nursing courses may be

repeated only one time (effective date, 1/22/79).

3. *Correspondence courses are not acceptable for credit as prerequisites for the nursing major nor are they acceptable for credit in the nursing major (effective date, 1/22/79).
4. Prerequisite courses for which generic students may receive advanced standing credit are those approved by the CLEP policy and the Department of Nursing — not to exceed a total of 30 hours (effective date, 1/22/79).
5. *Advanced standing credit nursing course theory examinations for the R.N. are to be successfully completed *during* or *after* completion of NU 90A, Adaptation: A Conceptual Approach to Nursing Practice (3), and prior to NU 112, Facilitating Adaptation Throughout the Life Cycle (8) (effective date, 1/22/79).
6. Maintain a "C" or above in all natural science and mathematics courses.
7. Achievement of a G.P.A. of 2.5 in pre-nursing courses.
8. Upon attainment of the sophomore status (the year prior to entering the nursing major), written application by the student to the Department of Nursing to be submitted by October 15. Applications are available in the Department of Nursing.
9. Personal interview by Department of Nursing faculty during the sophomore year (the year prior to entering the nursing major).
10. Approval of the major in writing from the Department of Nursing before entering the junior year.
11. Completed health history and physical examination for Junior students.
12. Senior students, health history. TB Skin Test only.

*Students may submit rationale to Department of Nursing, Admission Standard and Graduation Committee, for special exception to these policies. The committee will have the right to accept or reject this petition.

B. Criteria for completion of the Bachelor of Science in Nursing degree.

1. Completion of at least 129 semester hours of academic work with a minimum cumulative grade point average of 2.0.
2. No less than 52 semester hours nor more than 60 hours in the nursing major may be counted toward the 129 hour requirement.
3. Achieve a minimum grade of "C" in theory and in clinical experience in each nursing course in order to be retained in the program.
4. Completion of the senior year at the college.
5. Successfully pass the National League for Nursing Achievement and Comprehensive tests in each of the required areas (end of first semester, senior year). Students may choose to repeat the examinations one time and/or take a review session to be offered following completion of the senior year. Review session is required for unsuccessful students and is open to all graduating seniors.
6. Completion of the following requirements:

Humanities

17 hours

Required courses:

Writing (3)

Speech Communication (2-3)

Personal Decisions
or Christian Decision Making (3)
Electives (8-9)

Social Science 12 hours
Sociology (6) SO 11 required
Electives (6)

Behavioral Science 12 hours
Required courses:
Psychology (12) PY 11, 121, 161 and 162

Natural Science 28 hours
Required courses:
Chemistry (8) CH 11, 13
Biology (16) BI 120, 121, 122, 152
Elementary Probability and Statistics (3) MA 50
Metrology (1) MA 35

Nutrition 2 hours

Nursing 55 hours

Open Electives 3 hours

BACHELOR OF SCIENCE IN RADIOLOGIC TECHNOLOGY

The candidate for the Bachelor of Science in Radiologic Technology must meet the following requirements:

A. Admission of generic students to the Radiologic Technology major.

1. Completed prerequisite courses with a cumulative grade point average of 2.0.
2. Students for whom English is a second language shall pass the Test of English as a Foreign Language (TOEFL) at the 500 level or better prior to admission to the sophomore courses. A student who scores below 500 may repeat the exam no more than twice before admission is denied.
3. A brief written paragraph about the profession and the applicant's reasons for choosing Radiologic Technology as a major.
4. Two completed Student Reference Forms (available from the Radiologic Technology Program Director).
5. Obtain approval of the major in writing from the Radiologic Technology Program Director before entering the clinical courses.
6. Completed health history, physical examination and immunizations required by the Clinical Education Center before entering clinical courses.

B. Admission of Registered Radiologic Technologists or students concurrently enrolled in a hospital or community college program Evidence of certification

OR
Evidence of concurrent enrollment

C. Criteria for completion of the Bachelor of Science in Radiologic Technology

1. Completion of 131 semester hours of academic work with a minimum cumulative grade point average of 2.0.
2. Maintain a "C" or above in all Natural Science,

Allied Health and Radiologic Technology courses.

3. Full-time enrollment for a minimum of 24 months and successful completion of all Radiologic Technology courses at the college. (REGISTERED RADIOLOGIC TECHNOLOGISTS* are exempt. Transfer students from CAHEA approved Radiologic Technology programs may be exempt from this requirement.)
4. Completion of the following requirements:

Humanities 18 hours

Required courses:
English: EN 015, 29 (6)
Communications: CO 111 or 112 (3)

Social & Behavioral Sciences 12 hours

Required courses: Sociology: SO 11, 201 (6)
Psychology: PY 121 (3) (Cl. or Ed. Emph.)

OR

Public Administration: PA 155 (3)
(Mgmt. Emph.)

Natural Sciences and Mathematics 27 hours

Required courses:
Biology: BI 120, 124, 125 (9)
Chemistry: CH 11 (4)
*Mathematics: MA 16, 17, 050 (9)
Physics: PH 13 (5)

Allied Health 5 hours

Required courses:
AH 11, 14 (5)

Radiologic Technology 58 hours

Required courses: (generic students)
**RT 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 115, 151, 153 and the following requirements from one of three major emphasis areas:

Clinical Emphasis 10 hours

AH 71 (3)
RT 171, 174, 177 (7)

Education Emphasis 10 hours

AH 115, 116 (6)
RT 172, 173 (4)

Management Emphasis 11 hours

AH 119 (3)
BU 120, 140 (6)
RT 171 (2)

5. Registered Radiologic Technologists (hospital certification without the associate degree)

*may take two of the following recommended courses in lieu of MA 16, 17:
BU 51, 52, 60, EC, 41, AH 71

**will receive 33 credits for A.R.R.T. registration. Other required RT courses will be evaluated on an individual basis.

6. Registered Radiologic Technologist (Associate degrees)

*may take two of the following recommended courses in lieu of MA 16, 17:
BU 51, 52, 60, EC 41, AH 71

**may transfer up to 72 hours of community college credit.

7. The final 30 hours of course work must be completed at Avila.

BACHELOR OF SCIENCE IN RESPIRATORY THERAPY

The candidate for the Bachelor of Science in Respiratory Therapy degree must meet the following requirements:

1. Completion of at least 130 semester hours of academic work with a minimum grade point average of 2.0 ("C").
2. Maintain a "C" or above in all Natural Science, Allied Health and Respiratory Therapy courses.
3. Obtain approval of the major in writing from the Respiratory Therapy Program Director before entering the sophomore year.*
4. Completion of the final 30 hours of the senior year while enrolled at Avila.
5. Completion of the following requirements:

Humanities 18 hours

Recommended Courses:

English: EN 15 (3)

Philosophy/Religion: PL 156 (3)

Speech: CO 111 (3) or CO 112 (3)

Social and Behavioral Science 12 hours

Required Courses:

Psychology: PY 11 (3)

Sociology: SO 11 (3)

Natural Science and Mathematics 35 hours

Required Courses:

Biology: BI 120, 121, 122, 152 (16)

Chemistry: CH 11, 13 (or 113) (8)

Mathematics: MA 16, 17 (6)

Physics: PH 13 (5)

Allied Health 5 hours

Required Courses:

AH 11, 14 (5)

Respiratory Therapy 43 hours

Required Courses:

RP 150, 151, 152, 153, 154, 155, 156, 157, 160, 165, 170, 171, 197 and either 176, 180 or 185 (43-46)

Electives 18 hours

12 hours will be fixed depending upon emphasis track chosen

(Clinic, Education or Management)

*Note: Student interviews are held during the spring semester of the freshman year. The results of the interview and evidence of satisfactory academic progress are reviewed prior to acceptance into second academic year and the third and fourth clinical years.

BACHELOR OF SOCIAL WORK

The candidate for the Bachelor of Social Work degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C").

2. Maintain a "C" or above in all Social and Behavioral Sciences and Social Work courses.

3. Completion of the senior year at the college.

4. Approval of the major in writing from the adviser in Social Work.

5. Completion of the following requirements:

Humanities 20 hours

Recommended that courses be taken in three or more areas.

Recommended courses:

EN 15, 28 (6)

PL 13 or 156 (3)

CO 111 (3)

Social and Behavioral Sciences 27 hours

Required courses:

Economics: EC 41 or 42 (3)

Political Science: PS 11 or 50; or PS 12 or 120 (3)

History: HI 17 or 18 (3)

Psychology: PY 11, 161 and 162 (9)

Sociology: SO 11, 130, and an elective (SO 78 recommended) (9)

Natural Sciences and Mathematics 10 hours

(Must include one course in biological science and one course in mathematics.)

Recommended courses:

BI 72 (4)

MA 11

Social Work 42 hours

SW 11 Introduction to Social Work (3)

SW 115 Social Welfare (3)

SW 121 Human Behavior in the Social Environment I. (3)

SW 122 Human Behavior in the Social Environment II. (3)

SW 140 Social Work Practice I. (3)

SW 160 Social Legislation and Policies (3)

SW 178 Introduction to Research (3)

SW 180 Social Work Practice II. (3)

SW 181 Field Instruction I. (6)

SW 183 Social Work Practice III. (3)

SW 184 Field Instruction II. (6)

One course from a Special Interest Area (3): SW 130, SW 137, SW 201.

Electives 29 hours



THE HONORS PROGRAM

The candidate for a diploma in the Avila Honors Program must meet the following criteria:

1. Admission into the Honors Program is based upon:
 - a) the applicant's expressed desire to participate in the program.
 - b) the creative development of a subject chosen by the student through an essay, a portfolio, or any evidence of past accomplishments that the student may wish to submit.
 - c) an interview by three members of the Honors Council.
 - d) two of the following:
 - 1) an overall grade point average of 3.5 or higher or upper 15% in class rank;
 - 2) score of 550 or above on verbal or quantitative S.A.T. or composite of 1100;
 - 3) A.C.T. composite of 25 or above;
 - 4) National Merit finalist or semi-finalist;
 - 5) recommendation of two Avila faculty members.
2. The Honors Program diploma will be granted to students who have:
 - a) completed at least ninety hours of academic credit at Avila College, including the designated Honors courses (see Courses of Instruction, Honors Program).
 - b) completed at least 128 semester hours of academic credit with a minimum grade point average of 3.25.

DOUBLE MAJOR AND DEGREE CONFERRED

When two majors are completed in different degree areas, the degree conferred will be granted in the primary degree area as indicated by the student.

Requirements for earning a second degree are as follows:

1. Completion of a minimum of thirty (30) additional semester hours at Avila College after the awarding of the first baccalaureate degree.
2. Completion of a major with at least half of the major taken at Avila. A "C" average must be maintained in all upper division major courses.
3. Completion of the core requirements as listed for each degree offered at Avila.

APPLICATION FOR DEGREE

Written application for a degree, Associate, Baccalaureate, or Masters, must be filed with the Academic Dean's Office during the session preceding the semester required to complete degree requirements. Date for application for a degree is listed on the first semester class schedule and on the Academic Calendar in this catalog.



ACADEMIC REGULATIONS

CREDIT HOURS AND GRADING SYSTEM

Grades	Points per semester hour
A — excellent	4
B — good	3
C — average	2
D — below average	1
WF/F — failing	0
W — Withdrawal without academic assessment prior to tenth week of classes.	

WP/WF — Withdrawal with grade assessment after tenth week of classes.

Au — Audit. Courses may be taken for audit with approval of the instructor. Student may change credit course to audit prior to tenth week of classes. Student may also change an audit course to credit with permission of the instructor. A stipulation of audit is mandatory class attendance and, if not met, student may be withdrawn at the discretion of the instructor.

P — Pass. Equivalent to A, B, C, under the Pass or No Pass option.

NP — No Pass. Equivalent to D or F under the Pass or No Pass option. Courses may be taken on the Pass or No Pass option with the approval of the instructor and the major adviser. Permission forms are available in the registrar's office. This option may be contracted with the instructor. The instructor records the final grade as Pass or No Pass only. A Pass or No Pass grade may not subsequently be converted to a standard letter grade.

I — Incomplete. Course work required for a grade must be completed within six weeks after the close of a session unless a shorter time is stipulated by the instructor; if not, the grade of Incomplete will remain and cannot be subsequently changed to a standard letter grade.

The basis for determining the academic standing is the point-hour ratio. The Grade Point Average (GPA) is obtained by dividing the total number of grade points by the total number of semester hours, including transfer credits, but excluding grading assessments of W, AU, P, NP and I. Transcript letter grades may be assigned with + or -, but grade points will reflect only the letter grade in computation of the GPA. All grades for courses retaken will be displayed on the transcript, but only the best grade will be averaged into the GPA.

STUDENT LOAD AND CLASSIFICATION

A full-time student carries from twelve to eighteen credit hours each semester. Excess credits may be carried only with the approval of the academic dean. A part-time student carries from one to eleven hours.

A student on a degree program must have the approval of his adviser and the academic dean to take courses at another college. This request will not be granted if the student is within thirty hours of a degree, if the course is available on campus, or if the student does not have a "C" average.

Sophomore Status: 24 semester hours and "C" average

Junior Status: 60 semester hours and "C" average

Senior Status: 92 semester hours and "C" average

ATTENDANCE

Attendance at all classes and examinations is required.

HONORS

Students are eligible for the Dean's List who have a course load of at least 15 hours carrying grade-points and a grade-point average of at least 3.5.

Degrees are conferred with the following honors:

summa cum laude — 3.900 grade-point average

magna cum laude — 3.700 grade-point average

cum laude — 3.500 grade point average

Graduation honors are based on all work completed before the session preceding commencement.

TRANSCRIPT OF CREDITS

Student records are confidential; therefore, official and unofficial transcripts are issued only at the written request of the student. Official transcripts are forwarded by direct mail to other institutions. Unofficial transcripts are issued to students for personal use. The fee for each transcript issued is \$1.00 payable in advance.

Academic records are released when financial obligations to the college have been met.

Avila College is in compliance with the Family Education Rights and Privacy Act of 1974 for the reviewing of educational records. Students and parents of dependent students may request to review educational records as follows:

1. Complete and sign a request with the office concerned. (Parents must supply evidence of dependency of child.)
2. Set up an appointment for reviewing record.
3. Pay a fee of \$1.00 for each page of record reproduced.

PROGRAM CHANGES AND WITHDRAWALS

Program changes and withdrawals are official when forms that are available in the registrar's office have been processed. All program changes must be officially made within one week of the date of change or withdrawal. Students who do not officially withdraw from a course will receive a final grade of "F."

Registration for a class must be made before the last day given for entering a class. (Within two weeks during semester sessions and a shorter time during summer sessions.)

The fee for each change is \$5.00. There is no fee for changes made as the result of classes cancelled by the college.

(SEE TUITION ADJUSTMENT POLICY)

PROBATION AND DISMISSAL

All students must maintain a cumulative grade point average of 2.0 ("C" average). Failure to maintain a cumulative 2.0 average places the student on academic probation. Probational students are required to participate in a college skills training program designed to develop academic and college organizational skills. Students permitted to enroll by means of a temporary registration/acceptance may be dismissed without a probationary period for failure to earn a 2.0 ("C") grade point average in their first semester of attendance.

Underclassmen who maintain at least a 2.0 average the semester following academic probation will be given another semester to bring the cumulative average up to 2.0. Underclassmen who fail to remove academic probation within the two consecutive semesters following probation are subject to dismissal. Upperclassmen who fail to remove academic probation within the semester following probation are subject to dismissal. Students receiving two or more "F" grades in any one semester while on probation are subject to dismissal.

Freshmen, sophomores, and juniors may be dismissed without a probationary period if for the past semester they have a grade point average of less than 1.6. Seniors may be dismissed without a probationary period if for the past semester they have a grade point average of less than 2.0.

Students receiving two or more grades of "F" in any one semester will be placed on or continued on probation and/or subject to dismissal. Removal of this type of probation will be made by the Committee on Admissions with the recommendation of the academic adviser. Underclassmen who fail to remove this type of probation within two consecutive semesters following probation are subject to dismissal. Upperclassmen who fail to remove this type of probation within the semester following probation are subject to dismissal.

Semester:

12-18 hours in one semester for full-time students; 12 hours over a period of consecutive semesters for part-time students.

All students with academic scholarships must complete at least 12 hours each semester with passing grades (courses completed with "P" grades not included). Exceptions made for courses completed with a grade of "P" must be approved by the Academic Dean. A 3.0 ("B" average) must be maintained each semester as well as a cumulative 3.0 average. Failure to maintain a 3.0 average each semester will result in loss of scholarship.

The conduct expected of students should be such as is generally accepted and appropriate in an academic community. This standard does not permit: Conduct that obstructs or disrupts teaching, research, administration, or other college activities; Student failure to react properly to administrative requests; Indecent conduct or speech.

Failure of a student to observe the standard of acceptable behavior may, upon due deliberation by the administration, in conference with those involved, and after a hearing for the student, result in dismissal of that student.

COURSES OF INSTRUCTION

COURSE DESCRIPTIONS

Undergraduate Courses: Courses numbered 11-99 are lower division and are intended primarily for freshmen and sophomores. Those numbered 111-299 are upper division and are more advanced.

Graduate Courses: Courses numbered in the 300's and 400's.

Consecutive numerals separated by a comma, e.g., Fr 11, 12, indicate a course sequence through the year.

The numeral in parentheses after the course title indicates the credit in semester hours.

The Roman numeral following the course description indicates the semester in which the course is given. First semester course offerings are indicated by I; second semester, II; summer session, S. Where frequency of course offering is not indicated, the course is given as required.

DEPARTMENTS

The academic departments of the college and the subject areas included in these departments are as follows:

Department of Business and Economics
business, economics.

Department of Education and Psychology
education, organizational psychology, physical education, psychology, recreation.

Department of Modern Languages
English, French, German, Spanish, Latin.

Department of Natural and Allied Health Sciences and Mathematics
biology, chemistry, computer science, earth science, mathematics, medical record administration, medical record technology, medical technology, natural science, physics, pre-medical, radiologic technology, respiratory therapy.

Department of Nursing

Department of Performing and Visual Arts
art, art therapy, communication, dance, music, speech/theatre.

Department of Religious Studies and Philosophy

Department of Social Science
administration of justice, gerontological studies, history, legal studies, political science, public administration, social work, sociology, women's studies.

Students may major in the following areas: administration of justice, art, art therapy, biology, business, chemistry, communication, economics, elementary education, special education, English, French, history, mathematics, medical record administration, medical technology, Montessori, applied music, church music, music education,

natural science, nursing, performing arts, political science, pre-medicine, psychology, public administration, radiologic technology, recreation, religious studies-education, respiratory therapy, social work, sociology, speech/theatre.

Minors are offered in most major areas and in dance, secondary education, gerontological studies, international studies, music theory, philosophy, Spanish, theology, and women's studies.

The Department of Business offers a two-year Associate degree.

The Department of Natural and Allied Health Sciences and Mathematics offers a two-year Associate of Arts degree in Medical Record Technology and a one-year certificate in Medical Transcription.



ADMINISTRATION OF JUSTICE (AJ)

Major: First two years: Associate Degree or equivalent.

The Associate Degree will be accepted as fulfilling the core requirements for a B.A. Degree at Avila College. Students entering Avila without an Associate Degree must fulfill the core requirements for a B.A. degree at Avila College. All students, including those entering Avila with the Associate Degree, must fulfill departmental requirements listed below.

It is possible to earn up to thirty semester hours of credit through Police Academies, CLEP testing, Seminars, Special Certificates, etc. No credits received in this manner may be applied to fulfill the requirement that the student complete at least thirty semester hours of academic work at Avila College.

Humanities: At least fifteen hours, including:
English Writing
Speech Communication

Natural Sciences and Mathematics: At least six hours

Social and Behavioral Sciences:

(Anthropology, Economics, History, Political Science, Psychology, Public Administration, Social Work, and Sociology). At least thirty-six hours including:

Political Science	3
Psychology	3
Public Administration	3
Sociology	3

Credits earned in Administration of Justice may not be used to fulfill requirements in the Social and Behavioral Sciences, but up to six hours of credit for business courses may be applied toward fulfillment of these requirements.

Administration of Justice: At least thirty hours are required in this major, with at least twelve of these hours to be completed at Avila College, including AJ 189 — Senior Seminar. Pre-service students receiving LEEP assistance must take AJ 188 — Practicum.

Electives: Any area, as needed for a B.A. Degree.

Total hours required 128

Administration of Justice Concentration: Legal Studies

First Two Years: Major Associate Degree
or Equivalent

The Associate Degree will be accepted as fulfilling the core requirements for a B.A. Degree at Avila College. Students entering Avila without an Associate Degree must fulfill the core requirements for a B.A. Degree at Avila College. All students, including those entering Avila with the Associate Degree, must fulfill departmental requirements listed below.

It is possible to earn up to thirty semester hours of credit through Police Academies, CLEP testing, Seminars, Special Certificates, etc. No credits received in this manner may be applied to fulfill the requirement that the student complete at least thirty semester hours of academic work at Avila College.

Humanities: At least fifteen hours including:
English Writing 3 hours
Speech Communication 3 hours

Natural Sciences and Mathematics: At least six hours including:

Mathematics 3 hours
(BU 16, Business Mathematics is also acceptable)

Social and Behavioral Sciences: At least thirty-six hours including:

U.S. History 3 hours
Political Science 6 hours
(PS 12, American National Government is recommended)

Sociology 3 hours
Accounting 3 hours

Public Administration 6 hours
including:

PA 21 Introduction to Public Administration (3)

PA 123 Administrative Behavior (3)

or

PA 155 Organizational Development (3)

or

PA 164 Seminar in Organization Theory (3)

Credits earned in Administration of Justice or Legal Studies may not be used to fulfill requirements in the Social and Behavioral Sciences, but up to six hours of credit for Business courses may be applied toward fulfillment of these requirements.

Administration of Justice: At least eighteen hours are required, including AJ 189, Senior Seminar. AJ 188, Practicum, is strongly recommended.

Legal Studies: At least eighteen hours are required including:

LS 101 Legal Systems 3 hours

LS 102 Legal Research & Writing 3 hours

LS 145 Criminal Law 3 hours

The student must complete at least eighteen hours of AJ and/or LS courses at Avila College.

Electives: Any area, as needed for a B.A. Degree.

Total hours required 128

Although not required, certain courses may be highly recommended, depending on the student's current interests and/or career goals. For further information, the student may consult his/her academic adviser.

Minor: Eighteen hours in Administration of Justice.

11. INTRODUCTION TO ADMINISTRATION OF JUSTICE. (3)

A survey of the Administration and its subsystems, including Law Enforcement, the Courts, and Juvenile and Adult Corrections. I.

13. POLICE-COMMUNITY RELATIONS. (3)

A view of contemporary problems in relations between police and their publics. II.

31. CORRECTIONS. (3)

An introduction to the field of corrections with an examination of its relationship to the remainder of the criminal justice system. I.

101. LEGAL SYSTEMS. (3)

See LS 101.

102. INTRODUCTION TO LEGAL RESEARCH AND WRITING. (3)

See LS 102.

111. TECHNIQUES OF AGENCY ADMINISTRATION. (3)

A survey of management models, administrative techniques, and patterns of organizational structure characteristic of Administration of Justice agencies. I.

112. POLICE SUPERVISION AND ADMINISTRATION. (3)

An intensive review of the principles of municipal police administration and of the theory and practice of police administration. Alternate years. I.

115. PROBLEMS OF AGENCY ADMINISTRATION. (3)

The behavior of Administration of Justice agencies, focused on member behavior and on the methods by which behavioral patterns are developed and modified. Prerequisite: AJ 111 or 112, or consent of the instructor. II.

127. JUVENILE JUSTICE ADMINISTRATION. (3)

An overview of the juvenile justice process and comparison of the juvenile and adult process. II.

130. CONSTITUTIONAL LAW. (3)

See PS 130.

131. TOPICS IN CORRECTIONAL COUNSELING. (3)

An overview of diagnostic approaches utilized within correctional settings; individual and group counseling techniques. II.

135. CRISIS INTERVENTION. (3)

See SW 135.

136. SERVICES TO JUVENILES IN INSTITUTIONS. (3)

See SW 136.

137. COMMUNITY-BASED CORRECTIONS. (3)

An overview of non-institutional and post-institutional programs in Corrections, including Probation, Parole, and Diversion. II.

138. CORRECTIONAL STRATEGIES. (3)

A review of current treatment programs in Corrections, and an evaluation of their effectiveness. Prerequisite: One course in Corrections. I.

145. CRIMINAL LAW I. (3)

See LS 145.

146. EVIDENCE AND CRIMINAL PROCEDURE. (3)

See LS 146.

181. TOPICS IN THE ADMINISTRATION OF JUSTICE. (3)

Seminar on topics of current interest in Administration of Justice. Content variable. May be repeated for credit, by permission. Prerequisites: Two courses in Administration of Justice, or consent of the instructor. I and II.

182. CRIMINOLOGY. (3)

See SO 182.

183. JUVENILE DELINQUENCY. (3)

See SO 183.

188. PRACTICUM. (3-6)

Off-campus observation-participation, living-learning experiences in agencies concerned with the Administration of Justice. Prerequisites: Majors only, consent of the instructor. I and II.

189. SENIOR SEMINAR. (3)

A review and integration of classroom learning and the student's practical experience and/or practicum. Prerequisite: Senior status, majors only. I and II.

197. INDEPENDENT STUDY. (3)

Independent study of a selected problem of individual concern to the student, in an area of interest relating to the administration of justice. May be repeated for credit. Prerequisite: Consent of the instructor. I and II.

198. DIRECTED RESEARCH. (3)

Field research in a specialized area of the administration of justice. Will involve the completion of a research project in a criminal justice agency. May be repeated for credit. Prerequisite: Consent of the instructor. I and II.

ALLIED HEALTH (AH)

No major or minor is offered.

11. INTRODUCTION TO THE HEALTH CARE SYSTEM. (3)

An overview of the health care system with emphasis on the interrelationships of health professionals. This course will also serve as an introduction to various allied health majors, particularly Medical Technology, Medical Record Administration, Medical Record Technology, Radiologic Technology and Respiratory Therapy. To those considering majors in any of the above, it will provide a clear definition of these professions.

14. MEDICAL TERMINOLOGY. (2)

A study of the terminology of diseases, operative reports, pathology, surgical instruments, diagnostic tests, drug groups and abbreviations with emphasis on word analysis and definition. Lecture, 2 hours per week. (Note: Medical Record majors are required to enroll in MR 14, Medical Terminology Practicum concurrently.)

17. ELEMENTARY TYPEWRITING. (3)

Correct keyboard technique, speed and accuracy building, tabulation, letters, manuscripts, etc.

18. INTERMEDIATE TYPEWRITING. (3)

Continued development of overall typewriting skills. Emphasis on correspondence, tabulations, manuscripts and other types of business forms.

71. COMPUTER APPLICATION IN MEDICINE AND HEALTH. (3)

Basic techniques of data processing to the status of health information systems and applications of automated data processing techniques to medicine and health care. Lecture, 3 hours per week. Prerequisite: Sophomore level or consent of instructor.

115. TEACHING AND LEARNING METHODOLOGIES. (3)

This course will provide the students with the basic educational tools necessary for course development and implementation. Includes study of taxonomic levels, behavioral objectives, selection of instructional methods and techniques of evaluation.

116. COMPETENCE EVALUATION IN THE HEALTH CARE SYSTEM. (3)

A study of methods of evaluation in the cognitive, affective and psychomotor domains for health care professionals. Students will develop criterion referenced evaluation instruments and other methods of evaluation. Lecture, 3 hours per week.

119. BUDGETING FOR HEALTH PROFESSIONS. (3)

Terminology, concepts and procedures of budget preparation and control, basic accounting, cost determination and control with emphasis on immediate and long-range planning for personnel and equipment appropriate to the responsibilities of department directors in the health care delivery system.

181. BIOSTATISTICS FOR HEALTH PROFESSIONALS. (3)

The course focuses on the increasingly quantitative language of medicine through the application of basic and inferential statistical techniques. The understanding and interpretation of biostatistics will enable health practitioners to assess advances and

deal with problems encountered in the health sciences. Prerequisites: MA 16, 17, and 50 or consent of instructor. Lecture, 3 hours per week.

ART (AR)

VISITING ARTISTS 1977-1980

Avila College/Nelson Gallery Lecture Series and Avila Artists in Residence

Jacki Apple — Performance Art
Peter Blake — Architect/Critic/Author
Marvin Brown — Painter/Sculptor
John Brust — Educator
E. A. Carmean — Curator
Leo Castelli — Gallery Owner
Michael Cunningham — Sculptor
Janet Fish — Painter
Helen Frankenthaler — Painter
Bernard Greenwald — Printmaker
Grace Hartigan — Painter
Sandy Hume — Photographer
Ray Kass — Painter
William Kelly — Painter
Hilton Kramer — Critic
Jack Lenore Larsen — Fibers
William Parry — Ceramics
Ted Potter — Art Administrator
George Segal — Sculptor
John Szarkowski — Photography Curator
Marcia Tucker — Museum Director
Dianne Vanderlip — 20th Century Curator
Detective Robert Volpe
Jackie Windsor — Sculptor

Degrees:

Bachelor of Arts Degree (B.A.)

Bachelor of Fine Arts Degree (B.F.A.)

Majors in both degrees:

Studio Art

Art Education

•BACHELOR OF ARTS DEGREE (B.A.)

STUDIO ART

Major: Forty-two hours including AR 11, 15, 31, 41, 51, 80, 112, 132, 142, 152, 171, 181, or 182 or 185; maximum number of hours which may be taken in art is sixty (60).

ART EDUCATION

Requirements for major are identical to those for Studio Art major. Required education courses are listed under Education.

Graduating seniors (B.A. or B.F.A.) may have the privilege of a thesis exhibition. These students must have a total grade point average of "B" in the media coursework being exhibited.

•BACHELOR OF FINE ARTS DEGREE (B.F.A.)

STUDIO ART

Major: Seventy-three hours including AR 11, 15, 31, 41, 51, 80, 112, 113, 114, 121, 122, 132, 142, 152, 171, 172, 181, 182, 185.

Twelve credit hours must be taken in area of concentration. Student selects one area of concentration — painting/drawing, photography, ceramics — at end of sophomore year. Concentration courses begin in the first semester of the junior year.

Twelve hours of electives are required.

Complete credit requirement for the B.F.A. in Art is 133 hours.

An applicant seeking B.F.A. candidacy must complete at Avila College a minimum of twelve studio art credits with a "B" average before submitting a portfolio of recent representative works to the Art Division Faculty Review Board. If accepted as a B.F.A. candidate in Art, there is an Avila residency requirement of three academic years.

ART EDUCATION

Requirements are identical to those for Studio Art major. Required education courses are listed under Education.

15. INTRODUCTION TO DESIGN. (2)

A foundation course in the esthetics and mechanics of design. An investigation of the nature and properties of color, shape and space, leading the individual to problem solving in two and three dimensional design.

17. FUNDAMENTALS OF VISUAL ART. (3)

Introduction course in the appreciation of the visual arts through lectures on the historical aspects of art in history and lab workshops to develop a first hand understanding of the elements utilized in the visual arts (line, color, texture, form, etc.). No prerequisites.

18. THE ARTIST AND HIS WORK. (3)

Introductory course in the appreciation of twelve major artists of the Western World from Renaissance to twentieth century. This course focuses on the needs of the non-art major who wishes to view and appreciate the giant masters, who strongly influence the way we see. Not open to art majors. No prerequisites.

11. DRAWING I. (2)

Drawing fundamentals; two-dimensional design and expressive drawing with several media including ink.

112. DRAWING II. (2)

Study of optics through perspective; compositional content of object drawing; interiors and landscape.

113. DRAWING III. (2)

Introduction to the human figure. Expressive approach. Emphasis on composition and various media.

114. DRAWING IV. (2)

Advanced figure drawing. Emphasis on modeling, anatomy and composition. Variety of media including pen and ink.

116. ART FOR THE ELEMENTARY SCHOOL. (3)

Art as communication of children. As core of knowledge; or growth in vision, expression, theory and evaluation.

121. PHOTOGRAPHY I. (3)

Basic mechanics of the photographic process: using a camera, processing film, printing. Covers the basics of design and composition of photographs. A camera which can be adjusted for focus, f-stop, and shutter speed required.

122. PHOTOGRAPHY II. (3)

Photography as an art form. Sharpening of technical skills. Emphasis on developing an aesthetic for the medium.

123. PHOTOGRAPHY III. (3)

Further exploration of black and white photography as an art form with attention to special darkroom techniques and their relation to the aesthetic of a photograph.

124. PHOTOGRAPHY IV. (3)

The culmination of work in black and white photography as a student begins to develop and solidify his own style of photographic expression. Each student will develop a portfolio of exhibition quality prints indicative of his style and his sensitivity to the potentials of photographic art.

125. COLOR PHOTOGRAPHY I. (3)

A study of the basics of color materials; exposure of transparency and negative films in the camera, processing transparencies and making prints from negatives. Covers the aesthetic nature of color photography and its impact on the viewer.

31. CERAMIC I. (3)

Introduction to ceramics through exploration of various hand building techniques; emphasis on functional and sculptural three dimensional forms and basic glazing techniques.

132. CERAMICS II. (3)

Introduction to wheel throwing with emphasis on technique. Continued work in glazing with an introduction to firing.

133. CERAMICS III. (3)

Advanced work in wheel throwing or hand building; emphasis on aesthetic concerns such as form and surface treatment. Creative use of glazes and other decoration will be encouraged.

134. CERAMICS IV. (3)

Each student will be encouraged to choose his own direction and specific goals he will be working toward; involvement in all phases of the ceramics process including kiln firing.

135. CLAY AND GLAZE TECHNOLOGY. (3)

The study of clay bodies and glazes as they relate to the studio potter. Each student will be required to do a research paper and extensive glaze experimentation. Prerequisite: AR 31. I.

136. KILN TECHNOLOGY. (3)

Fundamentals of kiln design and construction techniques. There will be practical experience in the firing and management of kilns and some experience in actual kiln building. Prerequisite: AR 31. II.

41. PAINTING I. (2)

Two-dimensional design, color theory, composition.

142. PAINTING II. (2)

Advanced design and color experience with brush technique. Structure of the human figure, landscape and still life in relation to painting. Composition.

143. PAINTING III. (3)

Technical approach to painting: Optics, color vibration, kinetic experience, transparency. Hard edge approach to painting. Use of model.

144. PAINTING IV. (3)

Application of brush technique. Sensitivity to color; personal expression of content gained from environmental sources.

146. TRANSPARENT WATER COLOR. (3)

Theory. Exploring with the medium to obtain skill. Compositions, outdoor and indoor. Mixed media.

51. SCULPTURE I. (3)

Three-dimensional design; awareness and discovery of design in materials; introduction to modeling, carving.

152. SCULPTURE II. (3)

Modeling of the human figure and casting.

169. CALLIGRAPHIC DESIGN. (3)

Fundamentals of hand lettering; four alphabets; historic and contemporary composition and uses of lettering.

171. PRINTMAKING I. (3)

Fundamentals of printmaking, wood block, silkscreen.

172. PRINTMAKING II. (3)

Fundamentals of intaglio printmaking beginning with wood-cuts.

- 80. SURVEY OF ART. (2)**
Study of relationship between man in his world and in his art expression; art history periods.
- 181. HISTORY OF RENAISSANCE ART. (3)**
Study of development of the Italian and Flemish schools and the style of individual artists.
- 182. HISTORY OF BAROQUE ART. (3)**
A study of the development of the Baroque in Europe from the late 16th Century through the 18th Century.
- 185. HISTORY OF 20TH CENTURY ART. (3)**
Architecture, sculpture and painting from the impressionism to the present day.
- 191. FIBER DESIGN I. (3)**
Exploring textile processes, loom and non-loom; utilizing fibers, yarn and cloth in two and three dimensional design.
- 192. FIBER DESIGN II. (3)**
Continuation of previous textile skills; emphasis on utilization of technique.
- 196. GALLERY DESIGN. (1-2)**
The structure and arrangement of the gallery. May be repeated with consent of instructor.
- 197, 198, 199. INDEPENDENT STUDY. (1-6)**
(Subject)

ART THERAPY (AT)

Program: AT 113, 125, 126, 127 and 199.

Required Art Courses: AR 15, 11, 112, 113, 114, 116, 41, 142 31, 132, 51, 152, 171, 80, 181, 185.

Required Psychology Courses: PY 11, 55, 56, 161, 162, 188, 189 plus psychology elective.

Other Required Related Courses: ED 163, ED 195, and SO 11.

Graduation Requirement: As partial fulfillment of the academic requirements for a degree in Art Therapy, each student must complete the following:

- a. Take the Civil Service Exam for Activity Therapists
- b. Art Exhibit

- 113. RESEARCH AND TECHNIQUES OF ART THERAPY. (3)**
The methods and techniques of facilitating art expression and communication in therapy will be explored using readings, discussion and group participation. Prerequisites: AT 125, 126; AR 11; PY 11, 55, or consent of instructor. I.
- 125. INTRODUCTION TO ART THERAPY. (3)**
An examination of the theories and principles of Art Therapy based on its historical foundations in psychology and in the literature of leading art therapists of today. Diverse schools of thought will be explored and compared to further understanding of art in the therapeutic process. Prerequisites: PY 11, 55. II.
- 126. ART THERAPY PRACTICUM. (1)**
A survey of the mental health and community treatment programs offering various types of art therapy. Trips will be scheduled to locations in the Kansas City and immediate areas. No prerequisites. II.
- 127. ART THERAPY SEMINAR (3)**
A synthesis of theory and practice through group discussions and presentations based on individual research and experience in the



field. Experience will include supervised work with one or more individuals and written evaluations of this work. Prerequisite: consent of instructor. II.

- 199. PRACTICUM. (4)**
Supervised practicum in Art Therapy. Student will be placed in Human Relations Agency to practice clinical skills. Selection of students for the practicum is based on academic average in AT courses, individual maturity, and potential for growth. The selection is determined by the consensus of the Art Therapy faculty and advisers. Prerequisite: Consent of instructor. I.

BIOLOGY (BI)

BIOLOGY

Major: BI 12, 13, 111, 112, 115; CH 11 or 21, 22, 116, 117, 121 or 122; MA 31; PH 11, 12 and twenty (20) semester hours of upper-division courses with at least three of the following four areas represented:

- Human Biology: BI 120, 121, 122, 125, 126, 127, 129
- Anatomy/Physiology: BI 141, 142, 144, 147, 148
- Cytology/Microbiology: BI 150, 152, 153, 156, 158
- Ecology/Taxonomy: BI 170, 172, 173, 177, 179

Minor: BI 12 or 13 and 16 semester hours of upper-division biology courses in at least two of the above areas.

BIOLOGY-CHEMISTRY MAJOR

BI 12, 13, 111, 112, 115 and 16 semester hours of upper-division biology courses in at least three of the above areas; CH 11 or 21, 22, 116, 117, 121, 131, 132, 133, 134, 141, 142, 198 and two hours of an upper-division chemistry elective. Other requirements: MA 31, 112; PH 11, 12.

BIOLOGY-MEDICAL TECHNOLOGY MAJOR:

A student may choose to major in Biology and Medical Technology in a five-year program. The first four years will be spent on campus completing academic requirements for the Medical Technology and Biology majors. The fifth year the students will enroll in the MT 169-180 clinical courses. Upon completion the student will receive the Bachelor of Science in Medical Technology and the Bachelor of Arts degrees. The following requirements must be met: AH 11, 14; BI 12, 13, 111, 112, 115, 120, 121, 125, 127, 141, 142, 152, 153, 156, 158; CH 11 or 21, 22, 116, 117, 120, 121; PH 11, 12; MA 31; MT 169-180; PA 31.

NATURAL SCIENCE MAJOR

BI 12 or 13; CH 11 or 21, 13 or 22; MA 16, 17; PH 11 and thirty (30) semester hours of upper-division biology or chemistry courses.

No minor is offered in this area.

PRE-MEDICAL MAJOR

See Pre-Medical section.

SCIENCE EDUCATION

Students preparing to teach biology on the secondary level major in biology and minor in secondary education. See requirements in the Education section. For students interested in the teaching of science at the elementary level in a departmentalized school system, an area major in the natural sciences is recommended, together with the education courses required for a state teaching certificate.

12. GENERAL ZOOLOGY. (4)

A consideration of structure, function, and phylogeny within the animal kingdom. Three hours lecture, three hours laboratory per week. No prerequisite. I.

13. GENERAL BOTANY. (4)

A consideration of structure, function, and phylogeny within the plant kingdom. Three hours lecture, two hours laboratory per week. No prerequisite. II, alternate.

20. FUNCTIONAL HUMAN ANATOMY AND PHYSIOLOGY. (4)

A survey of the structures and functions of the human body. Three hours lecture, two hours laboratory per week. No prerequisite. I, II.

70. RARE AND ENDANGERED SPECIES. (1)

Causes and effects of species elimination, due to man's influence on his environment. One hour lecture per week. No prerequisite. S.

72. MAN AND THE ENVIRONMENT. (3-4)

The study of relationships between plants, animals, and their environment with emphasis on man's role: overpopulation, food and fuel resources, pollution. Three hours lecture per week. The fourth hour of credit may be obtained upon presentation of a satisfactory term paper, topic to be chosen by the student and subject to approval by instructor. No prerequisite. I, II.

90. SPECIAL PROJECTS IN BIOLOGY. (1-2)

Selected readings and lectures on topics in biological sciences for the non-science major. Findings are presented in a term paper and in a seminar. No prerequisite. I, II, S.

111. GENETICS. (3)

Principles of genetics in animals and plants; nature, transmission, and function of genetic material; an introduction to population genetics and evolution. Three hours lecture per week. Prerequisites: BI 12 or 13; CH 11 or 21. I, alternate.

112. GENETICS LABORATORY. (1)

Experimental genetic studies using *Drosophila*, maize, and fungi.

Three hours laboratory per week. Prerequisite: BI 111 or concurrently. I, alternate.

115. EVOLUTION. (3)

A description of the processes by which life forms evolve; chemical evolution (theories of the origin of life) and organismic evolution (population genetics and dynamics). Three hours lecture per week. Prerequisites: BI 111, CH 113 or 117, MA 16 and 17. II, alternate.

120. HUMAN ANATOMY. (4)

A detailed study of the micro- and gross anatomy of the human body. Three hours lecture, two hours laboratory per week. No prerequisites. I, S.

121. HUMAN PHYSIOLOGY. (4)

A detailed study of the physiology of the human organ systems. Three hours lecture, two hours laboratory per week. Prerequisites: BI 120; CH 11 or 21, 13, 113 or 117. II, S.

122. PATHOLOGICAL PHYSIOLOGY. (4)

A study of the alterations of normal physiology in pathological conditions of the human body. Four hours lecture per week. Prerequisites: BI 120, 121; CH 13, 113 or 116. II, S.

123. PRINCIPLES OF HUMAN ANATOMY. (3)

A survey of the microscopic and gross anatomy of the human body. Course designed for students in Allied Health. Two hours lecture, two hours laboratory per week. No prerequisite. I.

124. PRINCIPLES OF HUMAN PHYSIOLOGY. (2)

A survey of the physiology of the human organ systems and their interrelationships. Two hours of lecture per week. No prerequisites. II.

125. INTRODUCTION TO PATHOLOGY. (3)

An overview of pathology considering etiology, therapy and prognosis. Three hours lecture per week. Prerequisite: BI 20 or 121. II.

127. HEMATOLOGY. (4)

A study of the formation, morphology, function and abnormalities of the formed elements of the blood. Consideration of the coagulation mechanism and the chemical components of blood plasma. Three hours lecture, three hours laboratory per week. Prerequisite: BI 20 or 121. I.

129. BIOLOGICAL AND GENETIC CONSIDERATIONS OF SEX DIFFERENCES. (1)

See WS/BI 129.

140. PHYSIOLOGICAL BIOCHEMISTRY. (4)

An introductory biochemistry course directed to students in medical technology or other health related professions. It is designed to give students a basic knowledge of the biochemical and metabolic principles needed to understand the chemical and molecular aspects of health science problems. Prerequisites: BI 121; CH 113 or 117. I.

141. BIOCHEMISTRY. (3)

See CH 141.

142. BIOCHEMISTRY LABORATORY. (1)

See CH 142.

144. GENERAL PHYSIOLOGY. (4)

An investigation into the physiochemical principles underlying animal and plant physiology. Three hours lecture, three hours laboratory per week. Prerequisites: (one of these may be taken concurrently) BI 12 and 13; CH 13, 113 or 117 or concurrently. I, alternate.

147. COMPARATIVE ANATOMY. (5)

A detailed study of representative chordate anatomy. Three hours lecture, six hours laboratory per week. Prerequisite: BI 12. I, alternate.

148. EMBRYOLOGY. (4)

A detailed study of animal embryology with emphasis on vertebrates. Three hours lecture, two hours laboratory per week. Prerequisite: BI 12. II, alternate.

150. CELL BIOLOGY. (3-4)

A consideration of the relationship between structure and function on the cellular and subcellular level. The fourth hour of credit may be obtained upon presentation of a satisfactory term paper, subject to be chosen by the student with the approval of the instructor. Prerequisites: BI 12, 13 or 120 and CH 13, 113 or 117, or concurrently. II, alternate.

152. GENERAL MICROBIOLOGY. (4)

Morphology, physiology, and growth of microorganisms; beneficial and harmful relationship of microorganisms to man; techniques of isolation and cultivation. Three hours lecture, three hours laboratory per week. Prerequisites: BI 12, 13 or 120 and CH 13, 113 or 117, or concurrently. I, S.

153. PATHOLOGICAL MICROBIOLOGY. (4)

The salient characteristics of bacteria and fungi associated with diseases of man. Three hours lecture, three hours laboratory per week. Prerequisite: BI 152. II.

156. IMMUNOLOGY. (4)

A study of antigens, antibodies, and cell-mediated immunity; immediate hypersensitivities; autoimmune diseases. Three hours lecture, three hours laboratory per week. Prerequisites: BI 12, 13, or 120 and CH 13, 113 or 117 or concurrently. II.

158. PARASITOLOGY. (4)

A discussion of the anatomy, life cycles, and pathological actions of human parasites. Three hours lecture, two hours laboratory per week. Prerequisite: BI 152. I.

170. GENERAL ECOLOGY. (4)

A detailed study of relationships between plants, animals and their environments. Fourth hour of credit may be obtained upon presentation of a satisfactory term paper or completion of a field research problem, topic to be chosen by the student and subject to approval by instructor. Two hours lecture, four hours laboratory per week. Prerequisites: BI 12 or 13. I, alternate.

172, 173. FIELD BIOLOGY I, II. (3,3)

After classroom preparation and library research, the student would complete a study problem on an extended field trip to a previously designated area dealing with a topic of his choice, subject to the instructor's approval. Three hours lecture per week. Field trip equivalent of laboratory experience. Prerequisites: BI 12 or 13, recommended: BI 170. II, alternate.

177. HERPETOLOGY. (3)

A survey of the taxonomy and natural history of amphibians and reptiles. Two hours lecture, two hours laboratory per week. Prerequisite: BI 12. II, alternate.

179. MAMMALOLOGY. (2)

A survey of the taxonomy and natural history of mammals. Two hours lecture, two hours laboratory per week. Prerequisite: BI 12. I, alternate.

198. BIOLOGY SEMINAR. (1-3)

Selected readings and discussion of topics in biological research. Emphasis on independent library study. Prerequisite: science major, twelve hours of upper-division biology courses. I, II, S.

199. BIOLOGY RESEARCH. (1-6)

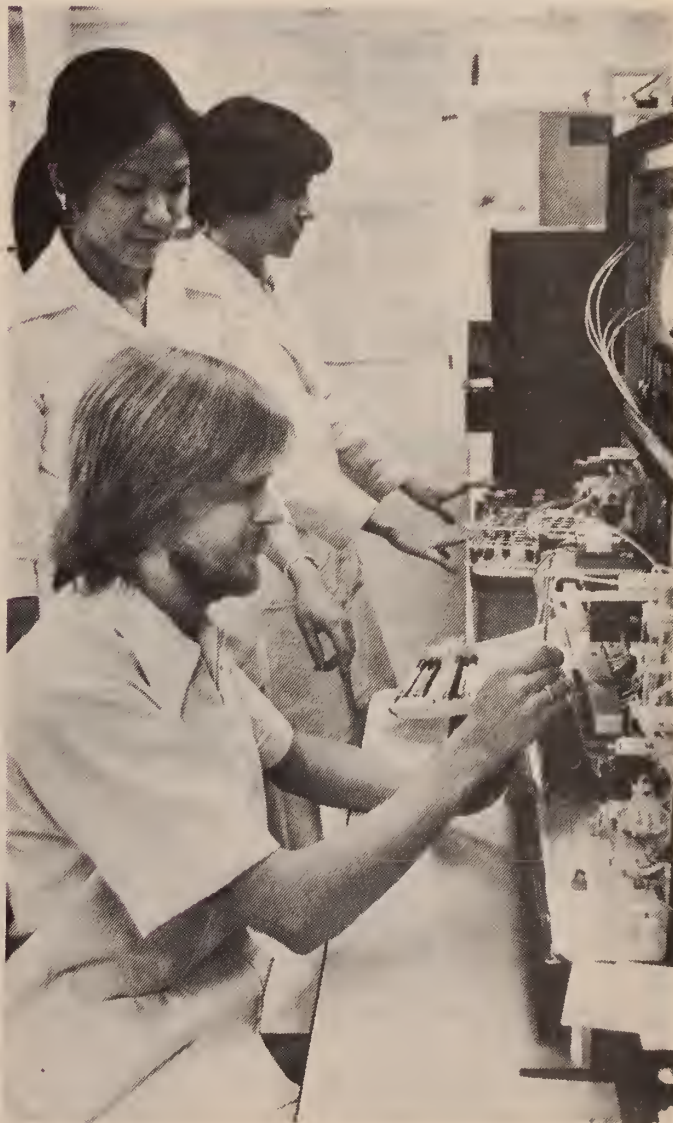
Individual student research project in laboratory. Prerequisites: Biology major, twelve hours of upper-division biology courses, and consent of the department. I, II, S.

ED 195. TEACHING OF BIOLOGY IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

201. BIOLOGICAL PROCESSES AND AGING. (2)

See GS 201.



BUSINESS (BU)

The Department of Business and Economics provides students with professional knowledge and basic skills necessary to assume positions of administrative responsibility in a wide variety of areas. This is undertaken with a sense of purpose — an orientation toward the moral aspects of one's actions and the consequences. Moreover, the department seeks to provide mechanisms and reinforcement for students to engage actively in meaningful experiences beyond the classroom setting.

DEGREES OFFERED:

•MASTER OF BUSINESS ADMINISTRATION (MBA)

Concentrations in:

- I. Accounting
- II. Management

(See page 32 for requirements and complete course descriptions.)

•BACHELOR OF SCIENCE (BS) IN BUSINESS

Concentrations in:

- I. Accounting
- II. Management Science

Emphasis in:

Administration
Data Processing
Finance
International Business
Marketing/Physical Distribution
Operations/Procurement
Personnel/Industrial Relations

•BACHELOR OF ARTS (BA) IN BUSINESS

Concentration in:

Legal Assistant

Emphasis in:

Corporate Law
Estates and Trusts
Litigation

•ASSOCIATE DEGREE IN BUSINESS

BACHELOR OF SCIENCE (BS) IN BUSINESS

Concentrations:

I. Accounting

Accounting majors build upon the basic accounting courses required of all Business majors with advanced study in specialized accounting areas such as financial accounting, cost accounting, auditing, and income tax accounting. Preparation in accounting may lead to a career in public, industrial, or governmental accounting. It also serves as an excellent preparation for those who plan legal careers in tax and corporate law.

Basic Requirements:

- BU 51 Principles of Accounting I (3)
- BU 52 Principles of Accounting II (3)
- BU 60 Business Data Processing (3)
- BU 90 Business Communications (3)
- BU 120 Management (3)
- BU 131 Business Law I (3)
- BU 132 Business Law II (3)
- BU 170 Finance (3)
- BU 181 Marketing (3)
- BU 195 Business Policy (3)
- EC 40 Statistical Analysis (3)

- EC 51 Principles of Macroeconomics (3)
- EC 52 Principles of Microeconomics (3)
- EC 141 Quantitative Analysis (3)

Upper-division electives (3)

A total of forty-five (45) hours.

Emphasis Requirements:

- BU 151 Cost Accounting (3)
 - BU 152 Intermediate Accounting I (3)
 - BU 153 Intermediate Accounting II (3)
 - BU 154 Tax Accounting I (3)
 - BU 155 Tax Accounting II (3)
 - BU 157 Auditing (3)
 - BU 158 Advanced Accounting (3)
 - BU 159 Accounting Theory (3)
- A total of twenty-four (24) hours.

II. Management Science

The effective manager of today must have competence in many disciplines, an understanding of a wide variety of relationships and the ability to analyze evolving management issues. Regardless of functional specialty, the professional manager must also be a leader who knows how to organize and motivate groups of people serving the goals of the organization.

Basic Requirements:

- BU 20 Introduction to Business and Economics (3)
 - BU 51 Principles of Accounting I (3)
 - BU 52 Principles of Accounting II (3)
 - BU 60 Business Data Processing (3)
 - BU 90 Business Communications (3)
 - BU 120 Management (3)
 - BU 131 Business Law I (3)
 - BU 170 Finance (3)
 - BU 181 Marketing (3)
 - BU 195 Business Policy (3)
 - EC 40 Statistical Analysis
 - EC 51 Principles of Macroeconomics (3)
 - EC 52 Principles of Microeconomics (3)
- A total of thirty-nine (39) hours.

Emphasis requirements: (A total of thirty (30) hours.)

Administration

- BU 140 Personnel Administration (3)
 - BU 150 Managerial Accounting (3)
 - BU 160 Operations Management (3)
 - BU 175 Financial Policy (3)
 - BU 189 Marketing Policy (3)
 - EC 141 Quantitative Analysis (3)
 - PY 110 Organizational Psychology (3)
- Upper-division electives in BU/EC (9) *

Data Processing

- BU 150 Managerial Accounting (3)
 - EC 171 Economics of Current Issues (3)
- 24 hours of Data Processing Specialty Courses (off-campus) including COBOL I, II

Finance

- BU 150 Managerial Accounting (3)
 - BU 171 Investments (3)
 - BU 175 Financial Policy (3)
 - BU 176 Security Analysis (3)
 - EC 141 Quantitative Analysis (3)
 - EC 152 Intermediate Microeconomics (3)
 - EC 161 Money and Banking (3)
 - EC 171 Economics of Current Issues (3)
- Upper-division electives in BU/EC (6) *

International Business

BU 125 International Business Administration (3)
EC 171 Economics of Current Issues (3)
EC 182 International Economics (3)
EC 186 Comparative Economic Systems (3)
PS 12 American National Government (3)
SO 11 Introduction to Sociology (3)
12 hours, or the equivalent, of a second language

Marketing/Physical Distribution

BU 187 Marketing Research (3)
BU 188 Seminar in Marketing (3)
BU 189 Marketing Policy (3)
PS 12 American National Government (3)
SO 11 Introduction to Sociology (3)
and either
(a) BU 182 Consumer Behavior (3)
BU 183 Promotion Strategy (3)
or
(b) BU 186 Physical Distribution Management (3)
EC 141 Quantitative Analysis (3)
Upper-division electives in BU/EC (9) *

Operations/Procurement

BU 150 Managerial Accounting (3)
BU 160 Operations Management (3)
BU 165 Procurement Management (3)
EC 141 Quantitative Analysis (3)
EC 152 Intermediate Microeconomics (3)
EC 171 Economics of Current Issues (3)
PY 110 Organizational Psychology (3)
Upper-division electives in BU/EC (9) *

Personnel/Industrial Relations

BU 140 Personnel Administration (3)
BU 141 Labor-Management Relations (3)
EC 171 Economics of Current Issues (3)
EC 185 Labor Economics (3)
PY 110 Organizational Psychology (3)
PS 12 American National Government (3)
SO 11 Introduction to Sociology (3)
SO 161 Social Psychology (3)
Upper-division electives in BU/EC (6) *

*Or upper-division electives in related areas approved by adviser.

BACHELOR OF ARTS (BA) IN BUSINESS

Concentration: Legal Assistant

The Legal Assistant Program provides a broad based liberal arts background during the first two years; general education and law-related courses of a general nature during the third year; and specialized legal assistant courses during the fourth year.

Legal Assistants are qualified for employment in law firms of various sizes as well as in departments of business enterprises which utilize the services of legal assistants. Their education enables them to prepare and/or interpret legal documents and write detailed procedures required in the practice of certain fields of law; analyze and follow procedural problems that involve independent decisions; and apply knowledge of law and legal procedures in rendering direct assistance to lawyers engaged in legal research.

Basic Requirements:

(A total of twenty-seven (27) hours.)
BU 20 Introduction to Business and Economics (3)
BU 30 Introduction to Paralegal Studies (3)
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)

BU 90 Business Communications (3)
BU 131 Business Law I (3)
BU 132 Business Law II (3)
EC 51 Principles of Macroeconomics (3)
PS 102 Introduction to Legal Research and Writing (3)

Emphasis Requirements:

(A total of fifteen (15) hours.)

Corporate Law

BU 133 Formation and Structure of Business Entities (3)
BU 134 Business Entities II (3)
BU 199 Internship (3)
PA 131 Administrative Law (3)
BU Legal Specialty course with consent of adviser (3)

Estates and Trusts

BU 135 Introduction to Estates and Trusts (3)
BU 136 Estates and Trusts II (3)
BU 199 Internship (3)
BU Legal Specialty courses with consent of adviser (6)

Litigation

BU 137 Litigation for the Paralegal (3)
BU 138 Paralegal Litigation II (3)
BU 199 Internship (3)
BU Legal Specialty courses with consent of adviser (6)

The Legal Studies program in Political Science is found on page 61.

ASSOCIATE DEGREE IN BUSINESS

Required courses for the Associate Degree transfer to Bachelor programs in Business.

Requirements:

(A total of sixty-four (64) hours.)

BU 20 Introduction to Business and Economics (3)
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)
BU 60 Business Data Processing (3)
BU 90 Business Communications (3)
BU 120 Management (3)
BU 131 Business Law I (3)
BU 181 Marketing (3)
CO 111 Speech Communication (3)
EC 40 Statistical Analysis (3)
EC 51 Principles of Macroeconomics (3)
EC 52 Principles of Microeconomics (3)
EN 15 Fundamentals of Writing I (3)
PL 13 Logic (3)
PY 11 General Psychology (3)

Six (6) hours Natural Science and Mathematics electives; thirteen (13) hours of "free" electives.

MINOR IN BUSINESS

Requirements:

(A total of twenty-seven (27) hours.)

BU 20 Introduction to Business and Economics (3)
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)
BU 120 Management (3)
EC 51 Principles of Macroeconomics (3)
EC 52 Principles of Microeconomics (3)
Upper-division electives in BU (9)

A minimum grade of "C" is required in courses required for a minor in Business.

16. BUSINESS MATHEMATICS. (3)

Basic mathematical principles applied to practical business situations, to one's personal life, and to other course work. Content includes: fundamental mathematical operations (addition, subtraction, multiplication, division); fractions; decimals; percents; interest; consumer loans; real estate taxes; life insurance; bank reconciliations; commissions; discounts; depreciation; inventory control; partnerships; income taxes; markup; markdown; profit. Day and Evening, II and Summer.

20. INTRODUCTION TO BUSINESS AND ECONOMICS. (3)

Study of the following: business and its environment, various career opportunities in business, roles of business organizations, relationship of business and economics to government, and interdisciplinary approach to the management of the firm. Day and Evening, I, II.

30. INTRODUCTION TO PARALEGAL STUDIES. (3)

Introductory study of the role of the paralegal in the legal system. Emphasis on the functions of the paralegal, ethical issues, terminology, interviewing and investigative skills, the legal process, and substantive aspects of the law. Operation and structure of the Missouri and Kansas state and Federal court systems. Sophomore standing. Evening, I.

51. PRINCIPLES OF ACCOUNTING I. (3)

Introduction to the terminology, concepts, and procedures of modern accounting. SOPHOMORE STANDING. Prerequisite: Mathematics Proficiency Examination. Day, I, Evening, I, II, and Summer.

52. PRINCIPLES OF ACCOUNTING II. (3)

Continuation of BU 51. Accounting for partnerships, corporations, and branches. Introduction to cost accounting. Use of basic accounting theories as an aid to management. Includes the analysis and interpretation of financial statements. Prerequisite: BU 51. Day, II; Evening, I, II, and Summer.

60. BUSINESS DATA PROCESSING. (3)

Comprehensive treatment of the fields of data processing, computer systems and devices, principles applicable to the organization and management of the data processing department. Prerequisite: BU 20 or equivalent. Day and Evening, I, II, and Summer.

65. REAL ESTATE PRE-LICENSE INSTRUCTION. (3)

A survey course that identifies and examines the basic principles and contracts of real estate ownership, valuation, financing, sales contracts, brokerage and state license law. This course prepares a student to take either the Missouri or the Kansas Real Estate Sales License Examination. (Offered monthly.)

66. KANSAS REAL ESTATE LICENSE LAW AND RULES AND REGULATIONS. (1)

A course that identifies and examines Kansas Real Estate License Law and Rules and Regulations as established by the State of Kansas. This course prepares a student to take the state portion of the Kansas Real Estate Sales or Broker License Examination. (Offered monthly.)

67. MISSOURI REAL ESTATE LICENSE LAW AND RULES AND REGULATIONS. (1)

A course that identifies and examines Missouri Real Estate License Law and Rules and Regulations as established by the State of Missouri. This course prepares a student to take the state portion of the Missouri Real Estate Sales or Broker License Examination. (Offered monthly.)

80. PRINCIPLES OF SALESMANSHIP. (3)

Principles and methods of effective personal selling, with emphasis on customer analysis and methods of sales presentations. Evening, Alternate I.

90. BUSINESS COMMUNICATIONS. (3)

Summary of appropriate areas of communication theory followed by applications to business. Composition of specific types of business letters, interoffice communications, and reports from a management and human relations approach. Prerequisites: EN 15, Speech, BU 20, or equivalent. Day and Evening, I, II, and Summer.

BU 117. CAREER DEVELOPMENT. (3)

See PY 117.

120. MANAGEMENT. (3)

Basic principles of management applicable to any business, department of government, non-profit organization, union, or trade association. Prerequisite: BU 20 or equivalent. Day and Evening, I, II, and Summer.

125. INTERNATIONAL BUSINESS ADMINISTRATION. (3)

Introductory analysis of the environmental factors unique to international business situations and the special management problems associated with conducting international business. Prerequisites: BU 120, 170, 181. Evening, alternate II.

128. ADMINISTRATIVE MANAGEMENT SYSTEMS. (3)

Prepares students to administer office functions, methods, equipment, systems, policies. Stresses the role of the Administrative Manager as an overall supervisor of an office. Prerequisite: BU 120. Evening, II.

130. INSURANCE. (3)

An introduction to the areas of risk management and the study of basic types of insurance. Additionally, the development of guidelines useful in the establishment of a sound insurance program for an individual or an organization. No prerequisite. Evening, Alternate I.

131. BUSINESS LAW I. (3)

Study of legal rights and social forces; government, business and society; contracts; personal property and bailments; and sales. The effect of the Uniform Commercial Code on business transactions is considered throughout the course. Day, I; Evening, I, II, and Summer.

132. BUSINESS LAW II. (3)

Study of commercial paper; creditors' rights and secured transactions; agency and employment, partnerships and special ventures; corporations; and real property. Day, II; Evening, I, II.

133. FORMATION AND STRUCTURE OF BUSINESS ENTITIES. (3)

Introduction to business organizations with emphasis on corporations and Missouri and Kansas laws covering their formation and continued operation. Preparation of various documents necessary for formation and continued operation of these business entities and the role of the paralegal in fulfilling legal requirements. Prerequisites: BU 30, PS 102. Evening, Alternate I.

134. BUSINESS ENTITIES II. (3)

A continuation of the study of Missouri and Kansas corporations and the function of the paralegal in this environment. Preparations of complex documents for the incorporation of closed corporations, not-for-profit corporations, and professional corporations. Preparation of documents involving dissolution, mergers, and acquisitions. Prerequisite: BU 133. Evening, Alternate II.

135. INTRODUCTION TO ESTATES AND TRUSTS. (3)

Provides knowledge of the types, importance, and forms of estate planning with emphasis on the tax and administration consequences of each. Prerequisites: BU 30, PS 102. Evening, Alternate I.

136. ESTATES AND TRUSTS II. (3)

Estates accounting, filing procedures and rules, settlement and distribution of estates and trusts, different categories of trusts and their limitations and advantages, estate planning and drafting, estates record keeping. Prerequisite: BU 135. Evening, Alternate II.

137. LITIGATION FOR THE PARALEGAL. (3)

A study of the civil litigation process with emphasis on the practical aspects of the paralegal function in this process. A study of Missouri and Kansas and Federal civil procedures through trial preparation, trial, and post-trial phases. Prerequisites: BU 30, PS 102. Evening, Alternate I.

138. PARALEGAL LITIGATION II. (3)

A continuation of the study of the civil litigation process with emphasis on the trial and appellate stages of civil litigation and the role of the legal assistant in this process. An introduction to criminal litigation. Prerequisite: BU 137. Evening, Alternate II.

139. REAL ESTATE. (3)

Designed for those who seek a business career in the broad field of real estate, for paralegal students, and for others who wish to obtain a clear understanding of the facts of real property ownership, as well as of the principal commercial and financial transactions involved in the ownership and transfer of real estate. No prerequisite. Evening, Alternate II.

140. PERSONNEL ADMINISTRATION. (3)

Study of the personnel function as an integral part of the effective management of an enterprise. Consideration is given to planning and administration, personnel information systems, personnel procurement, utilization, development, compensation and benefits, protection, retention, and retirement. Examines interactions with others in management, with labor groups, and compliance with government requirements. Prerequisite: BU 120. Day, I; Evening, I and Summer.

141. LABOR-MANAGEMENT RELATIONS. (3)

Basic principles of labor-management relations, their history and development, and how these principles relate to everyday activities with regard to contracts, grievance procedures, and arbitration. Prerequisites: BU 120, 140; EC 185. Day and Evening, II.

150. MANAGERIAL ACCOUNTING. (3)

Study of the principles of determination, responsibility, and control of costs. Emphasis on managerial use of cost information for planning and control, and the contribution approach to decisions. Prerequisite: BU 52. Day, I; Evening, II and Summer.

151. COST ACCOUNTING. (3)

Study of accounting for product and period costs. Emphasis on overhead variance analysis, overhead applications and reapportionment, process costing, variable costing, sales and product mix and yield variances, and joint costs. Prerequisite: BU 52. Day and Evening, II.

152. INTERMEDIATE ACCOUNTING I. (3)

Review of the accounting process and financial statements. Study of the accounting for investments, receivables, inventories, liabilities, plant and equipment and intangible assets. Prerequisite: BU 52. Day and Evening, I.

153. INTERMEDIATE ACCOUNTING II. (3)

Study of the accounting for long-term investments, long-term liabilities, leases, pensions, stockholders' equity, and financial statement analysis. Prerequisite: BU 152. Day and Evening, II.

154. TAX ACCOUNTING I. (3)

Detailed discussion of the fundamental aspects of federal income taxation as applied to individuals. Gross incomes, adjusted gross income, exclusions from gross income, deductions — business and personal, capital gains and losses, sales and other dispositions of property. Prerequisite: BU 52. Day and Evening, I.

155. TAX ACCOUNTING II. (3)

Comprehensive examination of the fundamental characteristics of federal income tax as applied to corporations and partnerships, the effect of income tax laws upon shareholders and partners, capital gains and losses, accrual and cash-basis taxpayers, the sale and disposition of property, and the splitting of income for the purpose of lowering income taxes. Prerequisite: BU 154. Evening, II.

157. AUDITING. (3)

A course in the verification of records, valuations and analysis of accounts, and presentation of conditions as used by public accountants and internal auditors, including ethical, legal, and other aspects of the auditor's work. Prerequisite: BU 153. Day and Evening, II.

158. ADVANCED ACCOUNTING. (3)

An advanced study of accounting procedures and theory relating to: combined corporate entities, fiduciaries, not-for-profit institutions, partnerships and other selected topics. Prerequisite: BU 153. Day, I; Evening, I.

159. ACCOUNTING THEORY. (3)

A study of major theories relating to income determination and asset valuation; also included will be a consideration of the history of accounting thought. Prerequisite: BU 153. Day, II; Evening, II.

160. OPERATIONS MANAGEMENT. (3)

Study and analysis of a broad range of methods and techniques utilized in managing the operations area of various types of institutions, including the production function of manufacturing firms. Prerequisites: BU 120; EC 40, 141. Day, I; Evening, II.

165. PROCUREMENT MANAGEMENT. (3)

A study of procurement management and an analysis of problems associated with the purchase of a wide range of industrial products, ranging from raw materials through installations and equipment, for manufacturing firms and other organizations. Prerequisites: BU 120; EC 40, 141. Alternate, Evening, II.

170. FINANCE. (3)

Study of financing of business enterprises, with particular reference to the corporation. Prerequisites: BU 52; EC 40, 51, 52. Day, I; Evening, II, and Summer.

171. INVESTMENTS. (3)

Analysis and evaluation of the major types of investing media and the selection of the most suitable ones for the investor and his particular circumstances and needs. Evening, alternate II.

175. FINANCIAL POLICY. (3)

Case studies of the theory and practice of capital budgeting, financial analysis, financial planning, asset management, cost of capital, dividend policy, and other activities of the financial manager. Prerequisite: BU 170. Day, II; Evening, I.

176. SECURITY ANALYSIS. (3)

A study and analysis of securities, securities' markets and industries for the purpose of portfolio management and investment strategy. Prerequisite: BU 171. Evening, alternate II.

178. SEMINAR IN FINANCE. (3)

Presentation, discussion and research of current and specific problems of corporate finance. Format at discretion of finance adviser. Business and/or economics majors of senior standing only. Prerequisite: BU 170. Alternate I.

181. MARKETING. (3)

Introduction to the principles and practices of marketing goods and services. Strategy and planning are emphasized and the marketing concept given extensive treatment. Prerequisites: EC 51, 52. Day, I, II; Evening, I, II, and Summer.

182. CONSUMER BEHAVIOR. (3)

Analysis of internal and external factors influencing consumer behavior and identification of variables basic to the segmentation of consumer markets. Prerequisite: BU 181 (or concurrently). Evening, II.

183. PROMOTION STRATEGY. (3)

Analysis of factors basic to the planning, implementation, coordination, and evaluation of an organization's promotional strategy as a major component of its marketing program. Prerequisite: BU 181 (or approval of instructor). BU 182 recommended. Evening, I.

184. ADVERTISING MANAGEMENT. (3)

Development, implementation, and evaluation of an advertising program for an organization. Advertising management problems will be approached from the perspective of both the client firm and the advertising agency. Prerequisites: BU 181, 182, and BU 183 recommended or equivalent. Alternate years on demand.

185. PUBLIC RELATIONS MANAGEMENT. (3)

Development, implementation, evaluation of a comprehensive public relations program for an organization. Special attention to be given to the assessment of actual and potential responses to specific management policies and decisions on the part of both internal and external publics of an organization. Prerequisites: BU 120 and 181 or equivalent strongly recommended. Alternate years.

186. PHYSICAL DISTRIBUTION MANAGEMENT. (3)

Design effective operation and coordination of integrated physical distribution systems of organizations serving geographically extended markets. Prerequisites: BU 181, EC 40 and 141. Alternate years.

187. MARKETING RESEARCH. (3)

Analysis of the techniques and methods utilized in planning, executing, and reporting the results of marketing research studies in a managerially useful manner. Prerequisites: BU 181; EC 40. Evening, I.

188. SEMINAR IN MARKETING. (3)

An exploration in depth of selected topics in marketing which are current in nature and/or could not be investigated in depth in other marketing courses. Prerequisite: BU 181. Recommended: BU 182, 187. Evening, II.

189. MARKETING POLICY. (3)

Analysis of problems associated with the development, execution, evaluation, and redirection of marketing programs, plans and strategies in a wide range of organizational settings. Prerequisite: BU 181. Day, I; Evening, II.

190. SPECIAL TOPICS. (1-3)

Selected topics to be determined at the discretion of the department.

191. BUSINESS ETHICS. (3)

A basic survey of some contemporary business practices with discussion of such practices and relating such to proposed philosophical, theological, and social criteria. See PL/RS 191. Day and Evening, I, II.

195. BUSINESS POLICY. (3)

Intensive analysis of business situations to evaluate these companies in the light of general conditions and of conditions within the company itself; to develop policies and plans for achieving set objectives; to organize personnel to carry out plans; to guide and maintain administrative organizations; to reappraise, and when necessary, alter objectives, policies, and organization. Senior standing. Prerequisites: BU 120, 170, 181. Day, II, and Evening, I, II, and Summer.

196. INDEPENDENT STUDY IN BUSINESS. (3)

Independent study in depth of an approved topic not parallel with content of any other specific course offering.

197. CERTIFIED PROFESSIONAL SECRETARY (CPS) REVIEW I. (3)

Comprehensive review of topics covered in CPS examination, including: environmental relations in business, business and public policy, economics and management. Evening, On demand.

198. CERTIFIED PROFESSIONAL SECRETARY (CPS) REVIEW II. (3)

Comprehensive review of topics covered in CPS examination including: financial analysis and the mathematics of business, communications and decision-making, and office procedures. Evening, On demand.

199. INTERNSHIP. (3)

Designed for senior standing business majors who have not had significant work experience. Consists of work experience to be performed in a position approved by the department. Cooperatively administered by employer and Department Chairman. Comprehensive written report. I, II.

MASTER OF BUSINESS ADMINISTRATION (MBA)

Concentrations: Accounting
Management

The M.B.A. program provides in-depth preparation for men and women to assume administrative positions in a broad range of business and other types of institutions within our society. A student with a bachelor's degree in any academic discipline may enroll in Avila's MBA program.

Admission Requirements

Admission requirements for the MBA program are a baccalaureate degree from an accredited institution and at least 1000 points based on the formula: $200 \times \text{the GPA on the last 60/90 semester/quarter hours (4.0 system) plus GMAT score}$. Foreign students should have a minimum 450 score on the GMAT examination and a minimum 550 score on the TOEFL test. Students not meeting these requirements may petition for admission.

Candidacy Status

Upon having satisfied all admission criteria identified above and having completed nine (9) hours of graduate work with a grade point average of 3.0 or better, the student should apply for candidacy status. Only students approved for candidacy status will be permitted to pursue additional work toward the MBA degree.

Requirements for Graduation

All study programs shall require at least 24 hours of course work devoted to a basic body of knowledge associated with an education in business. Such a requirement may be met with a combination of undergraduate and graduate work. Additionally, the MBA candidate must complete at least 24 hours of course work beyond the common body of knowledge in courses open exclusively to graduate students.

Students with appropriate prior course work may be exempt from certain requirements provided a minimum of 24 hours of 400-level courses are completed in the program. A maximum of six (6) graduate hours may be transferred from another accredited institution.

Any electives which a student on the management concentration has in his or her program may be used either to keep the entire program a broad general management/administration degree or to provide a modest degree of emphasis in such areas as Behavioral Science, Economics, Finance, International Business, or Marketing.

Credit Hours and Grading System

Grades	Points per Semester Hour
A — Excellent	4
B — Good	3
C — Minimum Pass	2
F — Fail	0

The Curriculum

The curriculum consists of the following prerequisites and basic and principal graduate courses:

Prerequisites: (for all candidates)

College Algebra (MA 16)

Additional prerequisites for the Accounting concentration:

Intermediate Accounting I (BU 152)

Intermediate Accounting II (BU 153)

Tax Accounting (BU 154)

Cost Accounting (BU 151)

Auditing (BU 157)

Advanced Accounting (BU 158)

Business Legislation (BU 330)

Basic Courses

Financial Accounting (BU 350)

Economic Concepts (EC 350)

Statistical Analysis (EC 340)

Quantitative Analysis (EC 341)

Principal Graduate Courses

Although the specific courses to be included in each student's study program will vary in relation to the person's background and career objectives, the following combination of courses are typical curricular patterns representing the major portion of the MBA program.

Basic requirements for all MBA students

Management Process (BU 420) or

Management Seminar (BU 428)

Marketing Management (BU 481) or

Marketing Strategy (BU 489)

Financial Management I (BU 470) or

Financial Management II (BU 471)

Organizational Behavior (BU 494)

Managerial Economics (EC 452)

Corporate Strategy and Planning (BU 495)

Additional requirements for Management concentration:

Business, Government and Society (BU 435)

Managerial Accounting (BU 450)

Additional requirements for Accounting concentration:

Accounting Theory (BU 459)

Advanced Tax Accounting (BU 454)

Advanced Cost Accounting (BU 451)

Advanced Auditing (BU 457)

GRADUATE COURSES IN BUSINESS (BU)

See section on Economics for descriptions of Economics courses in the MBA program.

330. BUSINESS LEGISLATION. (3)

Provides a basic knowledge of the textbook treatment of legal problems inherent in business transactions and their accounting and auditing implications.

350. FINANCIAL ACCOUNTING. (3)

A study of the terminology, concepts and procedures of accounting. An introduction to the use of accounting theory and practice as an aid to management control.

420. MANAGEMENT PROCESSES. (3)

Provides an in-depth study of systems processes, the functions of management, and the development of practical management policy as guides to managerial decision-making. Emphasis is placed on planning, organizing, directing, staffing, and controlling business activities.

425. INTERNATIONAL BUSINESS. (3)

Provides students with an understanding of the unique features of international business which involves practices and protocol different from those prevailing in the United States. Topics include exporting and importing, licensing arrangements, an appreciation of foreign cultures and customs, balance of payments concepts, foreign exchange complexities, international business documents, and multinational enterprises. Prerequisites: BU 420, 470, 481 or equivalents.

428. MANAGEMENT SEMINAR. (3)

Students analyze in-depth special problems, trends, and developments in particularly significant areas of the general manager's tasks, including the decision process, administrative process, organizational behavior, motivation, communication, environmental concerns, special responsibilities, strategy design and policy formulation. Prerequisite: BU 420 or equivalent.

433. SOCIAL LEGISLATION. (3)

A study of significant social legislation passed by Congress in recent years and in force today. An examination of constitutional questions, national goals and the structure and procedures of administrative agencies. Included will be such social programs as Workmen's Compensation, Social Security, the Civil Rights Act, Equal Employment Opportunity Act, and OSHA.

435. BUSINESS, GOVERNMENT AND SOCIETY. (3)

A review of the basic means-ends relationships which exist among society's goals and the various units comprising the economic system, as well as the various units comprising the political system in the United States as a basis for studying government-business relationships. Prerequisite: EC 350 or equivalent.



440. MANAGEMENT OF HUMAN RESOURCES. (3)

Extends the parameters of the study of the management of human resources through consideration of its involvement with other major managerial functions and the work force in meeting the goals and standards of the organization as a whole. Emphasis is given to leadership, motivation, productivity and cost effectiveness, interpersonal communications, and external and internal influences in the world of work. Prerequisite: BU 420 or equivalent.

441. INDUSTRIAL RELATIONS. (3)

Examines contemporary union-management relations with the labor movement as a background. Takes into consideration contract negotiation and administration, labor law, arbitration, substantive issues, and the internal politics and administration of unions. Prerequisite: BU 420 or equivalent.

450. MANAGERIAL ACCOUNTING. (3)

Designed to assist persons in making managerial decisions through the use of accounting data. Students become acquainted with the accounting discipline's role in the decision-making process. Prerequisite: BU 350 or equivalent.

451. ADVANCED COST ACCOUNTING. (3)

A study of the application of various cost accounting techniques, including product costing and pricing, variance analysis and cost allocation. Introduces a second level of knowledge of cost accounting and the applications of such knowledge. Prerequisite: BU 151 or equivalent.

454. ADVANCED TAX ACCOUNTING. (3)

An advanced study of the characteristics of Federal income tax as applied to business entities. Provides a specialized background in researching Federal income tax questions and problems. Prerequisite: BU 154 or equivalent.

457. ADVANCED AUDITING. (3)

Provides a background in the history and development of auditing as a profession, culminating in a more complete understanding of the role of today's auditor and the environment in which he works. Emphasis is placed on techniques used in arriving at audit decisions and the practical implementation of such audit decisions. Special consideration is given to topics such as the effect of computer orientation upon auditing and to the area of management advisory services. Prerequisite: BU 157 or equivalent.

459. ADVANCED ACCOUNTING THEORY. (3)

Designed to provide a background in the theory of income, asset valuation, and the history of accounting thought. Central to much of the work is the relevance of theories relating to the measurement of cash and other resource flows. Within this framework, emphasis is placed upon evaluation of the logic of accepted accounting theory in relationship to its satisfaction of user needs. Prerequisite: BU 153 or equivalent.

460. PRODUCTION/OPERATIONS MANAGEMENT. (3)

An intensive study and analysis of a broad range of methods and techniques utilized in managing the operations area of various types of institutions, including the production function of manufacturing firms. Prerequisites: BU 420; EC 340, 341, 350 or equivalents.

470. FINANCIAL MANAGEMENT I. (3)

Provides thorough treatment of three major kinds of financial management decisions with which business firms are faced: the investment decision, the financing decision, and the dividend decision. Prerequisites: BU 350; EC 340, 350 or equivalents.

471. FINANCIAL MANAGEMENT II. (3)

Exposes students to financial management concepts as they are applied in a variety of business and economic situations. Assists students in becoming aware of the potential impact of different financial decisions on the operation of the business. Gives students the opportunity to assume the role of Financial Manager in realistic business situations and make decisions under conditions of uncertainty. Prerequisite: BU 470 or equivalent.

472. FINANCIAL MARKETS AND INSTITUTIONS. (3)

A study of financial systems. The course will include reviewing the flow of funds between various sectors of the society. It will look at the formation of capital within the framework of the current financial institutions. Prerequisite: BU 470 or equivalent.

476. ADVANCED SECURITY ANALYSIS. (3)

Assists students in the development of a framework to use in the analysis of different types of investments; viz. common and preferred stocks, corporate and government bonds, and insurance. Prerequisite: BU 470 or equivalent.

481. MARKETING MANAGEMENT. (3)

Demonstrates the application of the management process to the marketing function, with particular emphasis on the planning phase of the management process. Provides an introduction to various ways of organizing for marketing and establishing effective organizational relationships between marketing and other areas of the micro system, including particularly production, purchasing, finance, and personnel. Prerequisite: EC 350 or equivalent.

483. PROMOTION MANAGEMENT. (3)

Analysis of consumer and buyer behavior and the study of personal selling, advertising, sales promotion, and publicity as they relate to the structuring of a well balanced promotional mix and an effective and efficient marketing communication system for an organization. Prerequisite: BU 481 or equivalent.

485. MARKETING CHANNEL MANAGEMENT. (3)

Analysis of factors basic to the development of and problems

associated with maintaining both direct and indirect channels of distribution and the development of effective and efficient physical distribution systems. Prerequisite: BU 481 or equivalent.

486. PRODUCT AND PRICING STRATEGIES. (3)

Analysis of problems associated with the development and commercialization of products and alternative pricing strategies which may be utilized at various stages of the product/brand life cycle. Prerequisites: BU 350, 481 or equivalents.

489. MARKETING STRATEGY. (3)

In-depth analysis of problems associated with the development, execution, evaluation, and redirection of marketing programs, plans and strategies in a wide range of organizational settings. Prerequisite: BU 481 or equivalent.

491. BUSINESS ETHICS. (3)

Designed to emphasize the world's need for commonly accepted ethical standards; the need for a sense of personal responsibility; the actual business practices of national and international corporations; various ethical theories and philosophies of man used to judge business practices.

494. ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT. (3)

Deals with the structure and nature of organizations and human interaction in the organizational environment. Focuses on the improvement of performance and morale by examining the forces and variables which have an impact on people and organization systems.

495. CORPORATE STRATEGY AND PLANNING. (3)

Provides managerial skills related to the determination and fulfillment of an organization's mission. Thrust will be the manager's role in identifying problems through an evaluation of an organization's strengths and weaknesses, taking into consideration both the internal and external environment. Emphasis on formulation of policy and strategy in planning an organization's direction in a changing environment. Prerequisites: BU 420, 470, 481 or equivalents. This course should be taken near the end of the program.

496. INDEPENDENT STUDY IN BUSINESS. (3)

Independent study in depth of an approved topic not parallel with the content of any other specific course offering.

497. BUSINESS RESEARCH. (3)

Independent research resulting in the completion and defense of a master's thesis. This is an optional course and not required for MBA students.

CHEMISTRY (CH)

Major: CH 11 or 21, 22 and thirty semester hours in upper-division chemistry including CH 116, 117, 121, 131, 132, 133, 134, 198; MA 31, 112; PH 11, 12.

Minor: CH 11 or 21 and sixteen semester hours, twelve of which should be in upper-division chemistry.

Students majoring in chemistry are also required to pass either a departmental comprehensive examination, the Graduate Record Examination in chemistry, or the chemistry sections of the DAT or MCAT examinations.

BIOLOGY-CHEMISTRY DOUBLE MAJOR

- Biology: BI 12, 13, 111, 112, 115 and sixteen hours in three of the following areas of concentration:
Human Biology: 120, 121, 122, 125, 126, 127, 129
Anatomy-Physiology: 141, 142, 144, 147, 148
Cytology-Microbiology: 150, 152, 153, 156, 158
Ecology-Taxonomy: 170, 172, 173, 177, 179
- Chemistry: CH 11 or 21, 22, 116, 117, 121, 131, 132, 133, 134, 141, 142, 198, and two hours of an upper-division chemistry elective.
- Other requirements: MA 31, 112; PH 11, 12.

CHEMISTRY-MEDICAL TECHNOLOGY MAJOR

A student may choose to major in Chemistry and Medical Technology in a five-year program. The first four years will be spent on campus completing academic requirements for the Medical Technology and Chemistry majors. The fifth year the students will enroll in the MT 169-180 clinical courses. Upon completion the students will receive the Bachelor of Science in Medical Technology and Bachelor of Arts degrees. The following requirements must be met.

- BI 121, 123, 125, 127, 152, 153, 156, 158;
- CH 11 or 21, 22 and thirty hours of upper-division chemistry including 116, 117, 121, 122, 131, 132, 133, 134, 141, 198;
- MA 31, 112;
- AH 11, 14; PH 11, 12; PA 31

PRE-MEDICAL

See Pre-Medical section.

NATURAL SCIENCE

Major: BI 12 or 13; CH 11 or 21, 13 or 22; PH 11, MA 16, 17, thirty semester hours in upper-division chemistry or biology.

11. GENERAL CHEMISTRY. (4)

The basic theory of modern chemistry including studies of bonding, stoichiometry, gases, liquids, solutions, equilibrium, electrochemistry, and nuclear chemistry. I, II, S.

13. INTRODUCTION TO ORGANIC AND PHYSIOLOGICAL CHEMISTRY. (4)

Presents the structure and chemical properties of the different classes of organic compounds including alkanes, alcohols, alkenes, carboxylic acid derivatives, amines, carbohydrates, fats, nucleic acids and proteins, and applies these concepts to the chemistry of the human body. A terminal course for non-science majors. Prerequisite: CH 11 or 21 or consent of the instructor. I, II, S.

15. CHEMISTRY AND SOCIETY. (3-4)

An introductory course for non-science majors dealing with the fundamental concepts of chemistry and their application to such areas as consumer chemistry, food and drugs, environmental problems and biochemistry. I. Recommended for the college core requirements.

21. PRINCIPLES OF CHEMISTRY. (4)

A more advanced course in general chemistry for those students with an adequate background in mathematics and chemistry. Includes such topics as bonding, molecular orbitals, gases, solutions, equilibrium, acids, bases, electrochemistry, and nuclear chemistry. Prerequisite: Consent of instructor. I.

22. GENERAL CHEMISTRY. (4)

A continuation of the basic theory of modern chemistry taught in CH 11 and 21 with an emphasis on inorganic chemical reactions, molecular structures and bonding. Prerequisite: CH 11 or 21 or consent of instructor. II.

113. PRINCIPLES OF ORGANIC CHEMISTRY. (5)

A terminal one-semester course dealing with the chemical and physical properties of the major classes of organic compounds including aliphatic and aromatic compounds, carbohydrates and proteins, with an introduction to spectra interpretation and mechanisms of organic reactions. Prerequisite: CH 11 or CH 21. II.

116, 117. ORGANIC CHEMISTRY I, II. (5,5)

Principles, laws and theories governing the formation and reactions of aliphatic and aromatic compounds. Prerequisite: CH 11 or 21. I, II.

120. INSTRUMENTATION FOR THE BIOMEDICAL SCIENCES. (4)

An introduction to the theory and operation of laboratory instruments which are commonly used in clinical chemistry. Prerequisites: CH 11 or 21; PH 11, 12 or PH 13 or consent of instructor. II, alternate.

121. QUANTITATIVE ANALYSIS. (5)

Principles and techniques of quantitative gravimetric and volumetric analysis. Prerequisites: CH 11 or 21, MA 16. I.

122. INSTRUMENTAL METHODS OF ANALYSIS. (4)

Presents the instrumentation used in research laboratories including that used in spectroscopy, electrochemistry, radiochemistry, chromatography and automated methods. Prerequisites: CH 11 or 21; PH 11, 12 or PH 13. Recommended: CH 121. II, alternate.

131, 132. PHYSICAL CHEMISTRY I, II. (3,3)

A quantitative description of the macroscopic behavior of substances and the molecular basis for this macroscopic behavior including the topics of thermodynamics, kinetics, and quantum mechanics. Prerequisites: CH 11 or 21; MA 31; PH 11, 12. I, II, alternate.

133, 134. PHYSICAL CHEMISTRY LAB, I, II. (1,1)

Introduction to experimental techniques used in physical chemistry. Experiments illustrating the material presented in CH 131 and CH 132 will be carried out. Prerequisites: PH 11, 12; CH 131, 132 or concurrently. I, II, alternate.

140. PHYSIOLOGICAL BIOCHEMISTRY. (4)

An introductory biochemistry course directed to students in medical technology or other health related professions. It is designed to give students a basic knowledge of the biochemical and metabolic principles needed to understand the chemical and molecular aspects of health science problems. Prerequisites: CH 113 or 117; BI 121. I.

141. BIOCHEMISTRY I. (3)

Introduction to the chemistry of life processes. The chemistry of amino acids, lipids and nucleic acids is discussed. In addition, the major metabolic pathways are investigated in detail. Prerequisite: CH 117. I, alternate.

142. BIOCHEMISTRY LABORATORY. (1)

A laboratory study of the principles learned in CH 141. Prerequisites: CH 11 or 21, CH 117 or consent of instructor. CH/BI 141 or concurrently. I, alternate.

143. BIOCHEMISTRY II. (3)

Investigation of important biosynthetic pathways in detail. Chemistry of genetics, replication, transcription, and translation of genetic information. Prerequisites: CH 117, 141. II, alternate.

151. ADVANCED INORGANIC CHEMISTRY. (3)

Modern theory of molecular bonding and structure of inorganic molecules. Prerequisite: CH 22.

152. ADVANCED ORGANIC CHEMISTRY. (3)

Modern theories of organic chemistry including electrocyclic reactions. Hückel molecular orbital theory, and linear free energy relationships. Prerequisite: CH 117 or consent of instructor.

161. ORGANIC QUALITATIVE ANALYSIS. (3)

Identification of organic compounds by physical and chemical methods and an introduction to the interpretation of IR, NMR, UV and Mass spectra. Prerequisites: CH 11 or 21, CH 117 or consent of instructor.

171. CHEMICAL LITERATURE. (1-2)

An introduction to the use of the technical library and research facilities; practice in reference work and use of periodicals. Prerequisites: CH 11 or 21, CH 13, CH 113 or 116.

191. INDEPENDENT CHEMICAL RESEARCH. (1-3)

Research projects in areas of chemistry in which the student has a special interest. For both science and non-science majors.

192-197. CHEMISTRY SEMINAR. (1)

A discussion of current topics in chemistry which are of interest to persons majoring in science. Prerequisite: CH 11 or 21. II.

198. CHEMISTRY RESEARCH. (1-3)

Selected topics and student research projects designed for the major in chemistry. Prerequisite: Consent of the instructor. I, II.

ED 195. TEACHING OF CHEMISTRY IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

COMMUNICATION (CO)

VISITING ARTISTS

Jay Cooper — KY 102
Karen Foss — TV News
Pete Modica — Marshall Public Relations
Cynthia Smith — TV News

(Goal: to communicate with results in a chosen Area of Emphasis. An Area of Emphasis may be any Major offered at Avila College: Business, English, Psychology, Theatre, etc.)

Degree: Major in Communication with area of emphasis.

A composite average of "B" is required for all Communication Core Writing/Speech courses, while a minimum grade point average of "C" is required for all other Communication and Area of Emphasis courses.

Major:

B.A. Core Requirements	48 hours
Basic Communication Requirements:	33 hours
CO 30, 85, 111, 112, 113, 117 or 119, 120, 198	
EN 15, 28, 29, 111	
Required core from Area of Emphasis:	18 hours
(courses to be selected by the adviser from area of emphasis. Examples: business, sociology, language, theatre, literature, etc.)	
Electives (tailor-made flexibility)	29 hours
Total	128 hours

Minor:

CO 30, 111, 112, 120; EN 15, 28, 29, or 111 for a total of 21 hours.

For Missouri Speech/Theatre Teaching Certification, see Speech/Theatre.

30. INTRODUCTION TO RADIO AND TELEVISION. (3)

Fundamentals of radio and television, acquisition and application

of knowledge and skill dealing with basic problems, equipment operation and programming. I, II.

40. ARGUMENTATION AND DEBATE. (2)

Principles of argumentation and debate, debating techniques, analysis of question, methods of research and using evidence, refutation and brief-making. Prerequisite: CO 111 or departmental approval. Alternate years. I.

60-67. FILM SERIES.

Weekly showings of pertinent films followed by discussion bring students to a keen awareness of film as an art form that touches on related fields of art history, politics, sociology, and theatre.

60. ASPECTS OF HORROR FILM. (3)

61. ASPECTS OF COMEDY FILM. (3)

62. HISTORY OF MOTION PICTURE, U.S. (3)

63. THE GENRE FILM. (3)

64. FILM SEMINAR — SELECTED DIRECTOR. (3)

65. HISTORY OF FILM, EUROPE. (3)

66. AMERICAN FILM SERIES. (3)

67. TOPICAL SELECTION (3). I, II.

85. FUNCTION/CARE HUMAN VOICE. (1)

Study of the physiology of the vocal apparatus, sound formation. Lecture and lab sessions to insure proper training of voice and achieve voice mastery and power. I.

111. SPEECH COMMUNICATION. (3)

Introduces the student to principles and enables him to acquire basic organizational and delivery skills through classroom participation. Basic public speaking. I, II.

112. HUMAN COMMUNICATION. (3)

A study of effective oral communication methods with emphasis on practical classroom application. Communicating one to one, one to small group, public speaking. I, II.

113. INTRODUCTION TO JOURNALISM. (3)

See JO 113.

114. JOURNALISM II. (3)

See JO 114.

115. ORAL INTERPRETATION OF LITERATURE. (3)

See ST 115. Alternate years.

116. READERS/CHAMBER THEATRE (3)

See ST 116. Alternate years.

117. VOICE AND DICTION. (2)

May be repeated for credit. See ST 117.

119. VOICE TRAINING, LESSAC METHOD. (3)

See ST 119.

120. INTRODUCTION: MASS COMMUNICATION MEDIA. (3)

An overview of the content, organization, and control of the communication media — radio, television, newspapers, and motion pictures; enabling students to formulate critical and ethical criteria for evaluating modern media environment. I.

121. PHOTOGRAPHY I. (3)

See AR 121.

130. PRODUCING/DIRECTING FOR TV. (3)

Television practicum, emphasis on programming and production, individual projects. Prerequisite: CO 30 or consent of instructor. May be repeated for credit. I, II.

135. SCRIPT WRITING RADIO/TV. (3)

The study, understanding and writing of scripts for television. Individual class projects, production oriented in conjunction with

acting classes when possible. Prerequisites: CO 30, 130, or consent of instructor. May be repeated for credit. Alternate years.

150. RADIO BROADCASTING, PROGRAMMING. (3)

Study of radio techniques and theory with practical projects, guest lecturers and tours of professional studios when possible. Prerequisite: CO 30 or consent of instructor. May be repeated for credit. I, II.

151. ADVANCED RADIO PERFORMANCE, PROGRAMMING. (3)

A study of performance, programming problems and operating situations encountered in broadcasting. Prerequisite: CO 150 or consent of instructor. May be repeated for credit. I, II.

159. REHEARSAL AND PERFORMANCE. (1-2)

See ST 159.

198, 199. DIRECTED STUDIES I, II. (3-5, 3-5)

Under supervision, the student will explore a topic of his choosing approved by adviser. The study may span two semesters. I, II.

COMPUTER SCIENCE (CS)

No major or minor is offered.

11. COMPUTER PROGRAMMING — FORTRAN IV. (3)

An introductory course in computer programming which covers the Fortran IV language and some of its applications in the student's field of study. I. Recommended for the college core requirements.

DANCE (DA)

No major in Dance is offered.

Dance Touring Programs and Guest Artist Companies

Dances We Dance
Bert Houle & Sophie Wibaux
The Paul Taylor Dance Company
The Claude Kipnis Mime Theatre
The Murray Louis Dance Company
The Oregon Mime Theatre
The Atlanta Ballet
Gus Giordano Jazz Dance
The Hartford Ballet
The Kansas City Ballet
The Westport Ballet

These dance touring companies are sponsored by Student Union Board, Missouri Council for the Arts, The National Endowment for the Arts and Avila College.

Minor in Dance: The student is required to complete eighteen hours in dance.

Bachelor of Fine Arts in Performing Arts (dance, Music, Theatre; professionally oriented): See section on Performing Arts for requirements.

16. CREATIVE MOVEMENT. (1)

This course aims to bring the participant to a greater awareness of the body; to enable the student to correlate the various members of the body into a fruitful aesthetically functioning whole; and to assist in discovering possibilities of communication of ideas through movement. May be repeated for credit. I, II.

25. STAGE MOVEMENT/BODY MECHANICS. (1)

Course designed for person or actor who has desire/need for correct deportment, proper handling of body and stage movement; the basic principles of mime will flow from the class' investigation of movement. Arranged offering.

31. STRETCH AND EXERCISE. (1)

Movement for flexibility and extension, fluidity and artistic excellence; for retention and improvement of muscle tone. May be repeated for credit. I, II.

37. PANTOMIME. (1)

See ST 37.

113. BALLET TECHNIQUE AND THEORY I. (1-2)

Essentials of the classical ballet technique; exercises and combinations to develop skill and style. May be repeated for credit. Two semesters recommended before Ballet II. I, II.

114. BALLET TECHNIQUE AND THEORY II. (1-2)

Experience in perfecting technique learned in Ballet I. May be repeated for credit. I, II.

120. HISTORY OF DANCE. (2)

Facilitates the understanding and appreciation of dance as an art form, its origins, social significance, and growth. Every third year. II.

131. BALLET ENSEMBLE. (1-2)

Preparation for and participation in culminating Noon Hour Recital with possibility of public performance. Prerequisite: Ballet training and by audition or consent of the instructor. May be repeated for credit. I, II.

141. MODERN DANCE TECHNIQUE AND THEORY. (1)

Theory, principles of dance explained; exploration of fundamentals of movement, analysis and practice of action in space. Search for artistic excellence and expression of music and spirit in modern movement. May be repeated for credit. I, II.

151. MODERN DANCE COMP/IMPROV. (1)

Practice and develop skill in solo and group dance forms; develop creative response to oneself, situation and environment. Prerequisite: Consent of instructor. May be repeated for credit. I, II.

161. TAP DANCE. (1)

Fundamentals of tap, practice and perfection of technique to develop skill and style. Search for performance perfection. May be repeated for credit. I, II.

171. MODERN DANCE ENSEMBLE. (1-2)

Preparation for and participation in culminating Noon Hour Recital with possibility of public performance. May be repeated for credit. Prerequisite: By audition and/or consent of instructor. I, II.

175. ADVANCED BALLET TECHNIQUE AND THEORY. (1-2)

Advanced training in classical ballet technique; exercises to develop artistic skill and style. Prerequisite: Ballet I, II or consent of instructor. May be repeated for credit. I, II.

177. BALLET POINTE. (1)

Class devoted to perfecting the art of dance on pointe. Prerequisite: Consent of instructor. May be repeated for credit. I, II.

181. MODERN JAZZ TECHNIQUE AND THEORY. (1)

Exploration of modern jazz fundamentals, basic movements,

exercises, and dance routines permeated with the jazz beat with view of achieving artistic expertise and excellence. May be repeated for credit. I, II.

185. MODERN JAZZ ENSEMBLE. (1-2)

Preparation for and participation in culminating Noon Hour Recital with possibility of public performance. Prerequisite: DA 181 and by audition or consent of instructor. I, II.

EARTH SCIENCE (ES)

No major or minor is offered.

11. EARTH SCIENCE. (4)

Study of the physical and historical aspects of geology. Laboratory study of minerals, rocks, maps, and fossils. II. Recommended for the college core requirements.

12. SURVEY OF METEOROLOGY. (1)

Discussion of the principles of meteorology, including makeup of the atmosphere, humidity, wind movement, weather and climate, weather prediction, storms, and associated conditions. It is recommended that this course be taken in conjunction with ES 11. II. Recommended for the college core requirements.

ECONOMICS (EC)

Major

- EC 40 Statistical Analysis
- EC 51 Principles of Macroeconomics
- EC 52 Principles of Microeconomics
- EC 141 Quantitative Analysis
- EC 151 Intermediate Macroeconomic Analysis
- EC 152 Intermediate Microeconomics
- EC 161 Money and Banking
- EC 162 Public Finance
- EC 171 Economics of Current Issues
- EC 181 History of Economic Thought
- EC 182 International Economics
- EC 185 Labor Economics
- EC 186 Comparative Economic Systems
- EC 199 Economics Seminar

Minors:**Economics**

- EC 51 Principles of Macroeconomics
- EC 52 Principles of Microeconomics
- EC 151 Intermediate Macroeconomic Analysis
- EC 171 Economics of Current Issues
- Six (6) additional hours of upper-division economics

Labor History

- EC 52 Principles of Microeconomics
- EC 185 Labor Economics
- HI 124 The Age of Reform
- HI 126 History of the American Labor Movement
- HI 130 American Industries
- HI 154 Europe in the Nineteenth Century

Urban History and Economics

- EC 51 Principles of Macroeconomics
- EC 184 Urban Economics
- HI 127 History of the American City
- HI 130 American Industries
- HI 131 American Political History
- HI 151 Europe in Transition

A candidate for the Bachelor of Arts degree in Economics must meet the following requirements:

1. Successful completion of either Business Mathematics (BU 16) or the Business Mathematics Proficiency Examination by the end of the first thirty (30) hours in the department.
2. Achievement of a minimum grade of "C" in all courses required for the major.
3. Completion of a senior comprehensive examination (normally, the UAP or GRE).

20. INTRODUCTION TO BUSINESS AND ECONOMICS. (3)

See BU 20.

31. PERSONAL FINANCE. (3)

Course in which student studies credit instruments, insurance, social security, annuities, pensions, investments, home ownership, taxes, and estate planning. Day, I and II.

40. STATISTICAL ANALYSIS. (3)

Designed to provide the Business and/or Economics major with the essentials necessary to understand and interpret statistical data. This course places special emphasis on techniques employable and value of data that is not purely random. Coverage also includes random sampling examination of problems with statistical data — such as auto-correlation, heteroskedasticity, etc. — and methodology used in Business/Economics areas with respect to nonrandom data. Prerequisite: Completion of Business Mathematics proficiency requirement. Day and Evening, I, II, and Summer.

51. PRINCIPLES OF MACROECONOMICS. (3)

Examination of the components of aggregate demand: consumption, investment, government expenditures and net exports; monetary and fiscal policy; inflation and unemployment; national income accounts; poverty and income distribution; international trade and economic growth. Sophomore standing and completion of Business Mathematics proficiency requirement. Day and Evening, I, II, and Summer.

52. PRINCIPLES OF MICROECONOMICS. (3)

Study of utility and consumer demand; costs and producers supply; market equilibrium; different market structures and profit-maximizing price decisions; demand for and supply of factors of production; economic regulation and comparative economic systems. Sophomore standing and completion of Business Mathematics proficiency requirement. Day and Evening, I, II, and Summer.

141. QUANTITATIVE ANALYSIS. (3)

This course seeks to prepare students with the quantitative analysis needed to apply theoretical principles to actual situations in Business and Economics. To this end this course combines a review of algebraic principles, functional analysis, matrix algebra, limits, derivatives and integrals. Prerequisites: BU 51; EC 51, 52; MA 16 (or equivalent). Evening, I, II, and Summer. Day, I.

151. INTERMEDIATE MACROECONOMIC ANALYSIS. (3)

Continuation of investigations into income determination through aggregate demand from principles level. In-depth study of: alternative consumption hypotheses, multipliers, simple and flexible accelerators. Say's Law and the Pigou-effect, money and monetary policy, fiscal policy, IS-LM analysis, Phillips analysis and inflation, unemployment, growth theory and technological change. Prerequisites: EC 51, 52. Evening, I.

152. INTERMEDIATE MICROECONOMICS. (3)

Continuation of principles level examinations into consumer and production theory. Comprehensive detailing of: indifference analysis, elasticity, income and substitution effects, production functions, cost analysis, isocost/isoquant curves, market structures, marginal productivity theory, Clark-Wicksteed Product Exhaustion Theorem, distribution in both competitive and imperfectly competitive markets, general equilibrium, welfare maximization, "constrained bliss" and Pareto efficiency. Prerequisites: EC 51, 52, 141. Evening, II.

161. MONEY AND BANKING. (3)

Investigation of the complex money and credit structure, various types of money and credit, banking structure, Federal Reserve System, foreign exchange, price levels, and economic stability. Prerequisites: BU 51; EC 51, 52. Evening, II.

162. PUBLIC FINANCE. (3)

Financing of government; the economic effect of various forms of taxes and other means of raising revenue for governmental operations. Prerequisites: BU 51; EC 51, 52. Evening, Alternate I.

165. HUMAN DIMENSIONS OF CURRENT ECONOMIC ISSUES. (1-3)

See OP 165.

171. ECONOMICS OF CURRENT ISSUES. (3)

This course seeks to bring economic theory to bear on contemporary economic issues, such as: poverty, income distribution, role of profits, size of government, world development, union/management relations, agriculture, anti-trust policy, economic growth, and energy. Prerequisites: EC 51, 52. Day and Evening, I, II, and Summer.

181. HISTORY OF ECONOMIC THOUGHT. (3)

A historical investigation into the development, refinement and revolutionization of economic theory and method. Beginning with the early Greeks and Romans, through St. Thomas and the Schoolmen, to Quesnay and the Physiocrats, Adam Smith, Malthus, David Ricardo, John Stuart Mill, Marx, William Stanley Jevons, Karl Menger, Walras, J.B. Clark, Alfred Marshall and J.M. Keynes. Prerequisites: EC 51, 52. Alternate II.

182. INTERNATIONAL ECONOMICS. (3)

This course attempts to equip students with a solid theoretical framework through which an understanding of international economic problems and policies can be achieved. The foundations of this framework will be built up from an examination of the Theory of Comparative Advantage, offer curves, tariffs/quotas, foreign exchange markets, balance of trade and payments, capital mobility and interest rates, cartels, customs unions and free trade areas, foreign aid and international monetary arrangements. Prerequisites: EC 51, 52. Evening, Alternate II.

183. ECONOMIC GROWTH AND DEVELOPMENT. (3)

Study of economic growth and development in industrialized and underdeveloped countries. Emphasis on problems of development, economic growth models and growth and development policy. Prerequisites: EC 51, 52. Evening, Alternate I.

184. URBAN ECONOMICS. (3)

Examination of the factors and motives determining urban economic growth and decay, regional economic activity, local revenues and expenditures and economic diversification. Prerequisite: EC 51. Evening, Alternate II.

185. LABOR ECONOMICS. (3)

Study of labor as a factor of production, determination of wages, labor theory of value, marginal productivity theory of value, labor movements and unionism and labor legislation. Prerequisite: EC 52. Evening, I.

186. COMPARATIVE ECONOMIC SYSTEMS. (3)

Analysis of modern capitalism, soviet-type economies and the theoretical foundations of these two major systems. This study is combined with a country-by-country comparison of major developed nations and less developed countries. Assessment of goals, values, costs/benefits and performance of each system (and country) is undertaken. Prerequisites: EC 51, 52. Evening, Alternate II.

190. SPECIAL TOPICS. (1-3)

Selected topics to be determined at the discretion of the department.

199. ECONOMICS SEMINAR. (1-3)

Study of contemporary economic issues, emphasis on professional journals and research methods. Format at discretion of economics adviser. Economics majors of senior standing only.

GRADUATE COURSES IN ECONOMICS (EC)**340. STATISTICAL ANALYSIS. (3)**

A course open to MBA students and designed to supply the essentials necessary to understand and interpret statistical data. This course places special emphasis on techniques employable for and value of data that is not purely random. Proficiency in basic mathematics required. College algebra recommended.

341. QUANTITATIVE ANALYSIS. (3)

This course seeks to prepare MBA students with the quantitative analysis needed to apply theoretical principles to actual situations in Business and Economics. Therefore, the course combines a review of algebraic principles, functional analysis, matrix algebra, limits, derivatives and integrals. Prerequisites: college algebra. BU 350, EC 350 or equivalents.

350. ECONOMIC CONCEPTS. (3)

This course is specifically designed for and offered to MBA students without the necessary preliminary work in economics to enter certain 400-level courses. The areas of coverage include both macro- and microeconomic topics, such as: income-determination analysis; multiplier theory; inflation and unemployment problems; basic money and banking; utility theory; and market structures. Essential to enrollment in this course is a fundamental proficiency in basic mathematics.

451. AGGREGATE INCOME ANALYSIS. (3)

Examination and analysis of macroeconomic topics; particularly aggregate or economy-wide variables and issues, such as: unemployment, inflation, monetary and fiscal policy, consumption and investment. These topics will be addressed with the ultimate aim of providing each student with a theoretical framework with which to understand how the economy operates. Prerequisite: EC 51 or 350 or equivalent.

452. MANAGERIAL ECONOMICS. (3)

Seeks to provide students with a theoretical framework with which to understand how particular prices are determined and output decisions are made within the economy. To achieve this objective, a comprehensive investigation is undertaken which studies the economic behavior of the basic agents in the economy; that is, the individual consumer and producer. Prerequisite: EC 52 or 350 or equivalent.

486. COMPARATIVE ECONOMIC SYSTEMS. (3)

Seeks to explain, defend and criticize the germane topic matters. Students are expected to discuss and analyze structurally the separate topic sections; capitalist-type economies; soviet-type economies; and capitalism and socialism as theoretical models which may or may not exist presently. Prerequisite: EC 350 or equivalent.

496. INDEPENDENT STUDY IN ECONOMICS. (3)

Independent study in depth of an approved topic not parallel with the content of any other specific course offering.

497. ECONOMIC RESEARCH. (3)

Independent research resulting in the completion and defense of a master's thesis. This is an optional course and not required for MBA students.

EDUCATION (ED)

ELEMENTARY EDUCATION

Major: Hours in Education: ED 121, 122, 141, 151, 152, 156, 163, 175, 186, 191, 194, 196, 198, 199.

MONTESSORI

Major: Hours in Education: ED 121 or 141, 151, 152, 156, 163, 175, 186, 187, 189, 190, 196, 198, 199.

No minor is offered.

SPECIAL EDUCATION

Major: Hours in Education: ED 121, 122, 136, 141, 151, 152, 156, 163, 166, 175, 176, 186, 194, 196, 198, 199, 169 or 368, 171 or 370.

A student may be certified in all three areas of Special Education by taking the courses in both areas (MR, ED and LD).

SECONDARY EDUCATION

No major is offered. Students preparing to teach on the secondary level major in the teaching field and minor in secondary education. This minor includes requirements for state teaching certificate.

Minor: The following courses are required: ED 121 or 123 or 141, 122, 163, 186, 193, 195, 196.

Formal, approved admission to ANY Teacher Education Program is earned by successful completion of eight hours in Education courses; a three credit supervised practicum, ED 122 (preferably in the freshman semesters); and the accompanying testing sequence.

Graduation requirement: as partial fulfillment of the academic requirements for a degree in any area of education (Montessori, Elementary, Secondary, and Special Education), each student must complete the following requirements:

- Take the National Teacher Examination (Common Exam and Exam in student's major area).
- Write and pass Comprehensive Examinations in the major area (Elementary, M.R., and ED/LD or enroll in and pass **ED 199 SEMINAR IN EDUCATION.**)
- Take and pass the required AMI Examinations (Montessori majors).
- Fulfill the major requirements for graduation in respective department. (Secondary minors.)

16. CHILDREN'S LITERATURE. (3)

Types of children's books; criteria for selection and evaluation of these books; relation of reading to children's needs, abilities, and interests. I and II.

121. HUMAN GROWTH AND DEVELOPMENT. (3)

A detailed study of the main patterns of growth and development of the person over the life span; emphasis on the social, intellectual, emotional and professional development of the person. I and II. See PY 121.

122. PRACTICUM. (3)

Elementary, M.R., ED/LD and secondary depending on major. I and II.

124. INTRODUCTION TO EARLY CHILDHOOD SPECIAL EDUCATION. (3)

A detailed study of the young (ages 0-6) handicapped child, with emphasis given to early identification, diagnosis and remediation procedures.

125. CREATIVE TEACHING FOR THE PRE-SCHOOL AND ELEMENTARY CHILD. (3)

Course designed to develop skills and abilities to teach pre-school children creatively; a blend of activities is used: art, literature, music, drama, science, mathematics in a programmed series to help develop the full potential of the child. I.

127. CURRICULUM, METHODS AND MATERIALS IN EARLY CHILDHOOD EDUCATION. (3-4)

A course to develop the student's skills in the selection of curricula, materials and procedures suitable for teaching young handicapped children. Directed observation will be a requirement for this course.

128. EARLY CHILDHOOD LITERATURE AND MUSIC. (3)

A study of and practical experience with the literature and music that can be used with children from pre-school through primary grades. II.

136. SPEECH AND LANGUAGE PROBLEMS OF EXCEPTIONAL CHILDREN. (3)

Exploration of speech problems associated with exceptional children; normal speech development; mechanisms of speech; indication for referral. I.

141. EDUCATIONAL PSYCHOLOGY. (3)

Application of psychological principles to the field of education; nature of the learning process; motivation devices; evaluation of learning. II.

146. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. (2)

Total fitness program directed toward the elementary school child; methods of evaluating fitness; organization of programs of physical education based upon sound principles of human growth and development. I and II.

151. FOUNDATIONS OF READING INSTRUCTION. (3)

Objectives, methods, and techniques of teaching reading in the elementary school; place of reading in curriculum; use of phonics; summary of currently used methods. I and II.

152. ELEMENTARY LANGUAGE ARTS. (3)

Instruction and practice in the teaching of oral and written English, spelling, penmanship, etc. II.

156. ASSESSMENT OF READING PROBLEMS: EXCEPTIONAL. (3)

Selection of methods and materials designed to aid children with various problems in learning to read; emphasis upon typical problems; diagnosis and remediation procedures. Prerequisite: ED 151. II.

157. READING PROBLEMS: SECONDARY SCHOOL. (3)

Selection of methods and materials designed to aid students with various reading problems, emphasis upon typical problems in the secondary school; diagnosis and remediation procedures. I.

163. PSYCHOLOGY OF THE EXCEPTIONAL CHILD. (3)

Investigation of atypical children; description of various types of exceptionality; educational and social provisions; problems; general current remediation procedures. I and II. See PY 163.

166. PARENT COUNSELING FOR TEACHERS. (3)

Methods in the conferencing situation; emphasis upon parent attitudes; insight into the development of the child in direct and indirect ways; methods of helping parents to change child behavior. I.

169. CHARACTERISTICS OF EXCEPTIONAL CHILDREN: MENTAL RETARDATION. (3)

Same course content as ED 368, except with reference to mentally retarded children. Prerequisite: ED 163. I.

171. CURRICULUM, METHODS, AND MATERIALS FOR EXCEPTIONAL CHILDREN: M.R. (4)

Same course content as ED 370, except with reference to mentally retarded children. Prerequisite: ED 169. II.

173. HEALTH EDUCATION. (2)

An overview of the philosophy, organization, and activities of community health including the school health program; exploration of the major health issues of contemporary concern in school and community. II.

175. INSTRUCTIONAL MATERIALS AND MEDIA. (3)

Classroom, laboratory, and community experiences designed to provide knowledge and skill in the selection, production, and presentation of instructional materials and media appropriate to age level, individual differences, and subject area. I.

176. TESTS AND MEASUREMENTS. (3)

Administration and interpretation of psychological and achievement tests; evaluation of specific measurement instruments and their use in the school. I.

179. ELEMENTARY SCHOOL ORGANIZATION AND MANAGEMENT. (3)

Study of the organization of subject matter for various grade levels; methods of classroom procedures and management principles; relation to administrative personnel. I, II.

181. SECONDARY SCHOOL ORGANIZATION AND MANAGEMENT. (3)

Study of the organization of subject matter for various secondary levels; classroom procedures and management principles; relation to administrative personnel. I, II.

186. PHILOSOPHY OF EDUCATION. (3)

An independent study course open to juniors and seniors preparing to teach; directed readings in four areas: history of education, philosophy of education, current trends, problem areas in education. I, II.

187. PHILOSOPHY OF MONTESSORI. (3)

Review of the philosophy which is the background of Montessori education; applications in observation periods and use of materials. Begins early August.

188. MONTESSORI THEORY. (1-2)

A one-week workshop in the theory of Montessori education for interested persons not planning to complete the training course. Begins early August.

189. MONTESSORI METHODS I AND II. (10)

Extended study of Montessori theory including the pre-school child's care and development; learning through experience and self-directed activity; educational procedures; prepared environment for the formation of the individual. Observation, practice, and preparation of materials. I and II. Begins early August.

190. PSYCHOLOGY OF MONTESSORI. (3)

Study of the psychological development of the pre-school child with a view to understanding the basis of the Montessori method of teaching; application in observation periods and use of materials. Begins early August.

191. GENERAL METHODS AND OBSERVATION IN THE ELEMENTARY SCHOOL I. (4)

Steps in lesson preparation and planning at different levels of the elementary school; actual observation of the teaching-learning process in preparation for the formal student teaching assignment. I.

193. GENERAL METHODS AND OBSERVATION IN THE SECONDARY SCHOOL. (2)

Steps in lesson preparation, planning and presentation; selection and application of appropriate procedures, methods, and techniques; actual observation of the teaching-learning process in preparation for the student teaching assignment. I.

194. ELEMENTARY METHODS II. (3)

Course covering methods for planning units of instruction in the areas of sciences and social studies; complementary to 191. II.

195. SPECIAL METHODS OF TEACHING SECONDARY SCHOOL SUBJECTS (2)

This course is offered by the departmental staff of the student's major field and includes methods and procedures special to that area of secondary teaching. I or II.

196. STUDENT TEACHING: MONTESSORI, ELEMENTARY, SPECIAL, SECONDARY. (8)

Professional laboratory experience in a classroom setting; supervision and guidance shared between the cooperating teacher and the college supervisory staff. By arrangement two months in advance of registration date. Prerequisites: major and minor requirements completed. Attend required pre-student teaching meeting. I and II.

198. READING PRACTICUM. (2)

Reading practicum in conjunction with problems in Student Teaching; review, reteaching, critical analysis of teaching techniques and procedures. I, II.

199. SEMINAR IN EDUCATION. (3)

Independent study and research; individual guidance in basic research techniques; writing of extensive research paper. Restricted to full-time seniors. I and II.

368. ANALYSIS AND CHARACTERISTICS OF EXCEPTIONALITY: ED/LD. (4)

Explorations of the characteristics of the exceptional child with emphasis upon identification, diagnosis and major remediation theories for the classroom and other situations. I.

370. METHODS AND CURRICULUM: EXCEPTIONALITY: ED/LD. (4)

Selection of appropriate teaching methods and materials applicable for teaching exceptional children in school settings; administration of diagnostic tests. II.

MASTER OF SCIENCE IN EDUCATION: EXCEPTIONALITY

Admissions: Inquire in Department of Education and Psychology.

Required Courses: 368, 370, 401, 402, 417, 436, 441, 492, 494, and 9 hours electives.

368. ANALYSIS AND CHARACTERISTICS OF EXCEPTIONALITY, ED/LD. (3)

Explorations of the characteristics of the exceptional child with emphasis upon identification, diagnosis and major remediation theories for the classroom and other situations. I.

370. METHODS AND CURRICULUM: EXCEPTIONALITY: ED/LD. (3)

Selection of appropriate teaching methods and materials applicable for teaching exceptional children in school settings; administration of diagnostic tests. II.

401. QUANTITATIVE METHODS. (3)

See PY 401. I.

402. RESEARCH DESIGN AND REVIEW OF RELATED LITERATURE. (3)

See PY 402. II.



415. THEORIES AND TECHNIQUES OF COMMUNICATION. (3)

See PY 415. I.

417. BEHAVIOR MANAGEMENT THEORIES AND TECHNIQUES. (3)

The course will study theories, techniques and current research concerning behavior management in classrooms and related clinical settings. Each student will design and implement a project utilizing behavioral techniques. I.

436. LANGUAGE AND SPEECH DEVELOPMENT OF EXCEPTIONAL CHILDREN. (3)

This course will cover current assessment formats suitable for students at the graduate level, and will present teaching protocols for children with language-learning disabilities and associative speech pathologies. II.

441. EDUCATIONAL ASSESSMENT. (3)

An analysis and study of selected topics pertinent to the assessment of academic functioning. Emphasis will be on diagnostic assessment, both formal and informal, to aid in the diagnosis and treatment of learning problems occurring in special education settings, with the mainstreamed child, or with children needing individualized programming in regular classrooms. Students will administer and interpret several of the currently used assessment instruments. II.

456. DIAGNOSIS AND REMEDIATION OF READING PROBLEMS. (3)

A course designed to give students first-hand experience at in-depth diagnostic testing and intensive remediation in reading. Students will be expected to administer, score and interpret individualized reading tests. In addition, students will be responsible for planning and carrying out remediation activities for the children evaluated. S.

460. VOCATIONAL REHABILITATION AND OCCUPATIONAL INFORMATION. (3)

This course will provide the student with an understanding of how to work with various in- and out-of-school agencies in setting up work experiences for the exceptional citizen; it will survey vocational rehabilitation services and the means of determining specific job opportunities and necessary skills. S.

475. INDIVIDUAL INTELLIGENCE ASSESSMENT. (3)

See PY 475. I.

485. ORGANIZATION AND MANAGEMENT: MENTALLY RETARDED. (3)

The focus of this course will be an in-depth study of the delivery of educational services to mentally retarded citizens, children or adults. Appropriate classroom management techniques will be presented, relating to all institutional levels. S.

487. SEMINAR IN EXCEPTIONALITY. (3)

This course is designed to provide maximum interchange between instructor and student. The course content will deal with current issues in exceptionality. Topics to be discussed will include current research, techniques, materials, etc., which are related to the field of exceptionality. S.

489. MEDICAL ASPECTS OF EXCEPTIONALITY. (3)

This is a course designed to inform the students about the interaction of medicine and education in identifying and understanding exceptional children. Topics covered may include genetic principles, nutrition, growth failure, infections, and central nervous system damage. S.

490. INDEPENDENT STUDY COURSE. (1-3)

This course will give the student an opportunity to pursue a course of study independently through reading, study and research. One, two or three hours of credit may be earned; a student may apply no more than three credit hours under this course number toward his degree. I, II, S.

A. Field Work

B. Research and Clinical Application

C. Directed Readings

492. BEGINNING PRACTICUM: EDUCATION. (2)

See PY 491.

494. ADVANCED PRACTICUM: EDUCATION. (4)

See PY 493.

A. Supervised Teaching

B. Field Research

C. Materials and Media

ENGLISH (EN)

Major: EN 15 and 28. Thirty hours of upper-division English in a wide area of courses.

Minor: EN 15 and 28. Eighteen hours in upper-division English in a broad area of courses to be chosen with the approval of the minor advisor.

A major or minor in English is an excellent preparation for law school.

Requirements:

Successful completion of the following:

1. The three-hour written essay examination on specified works of literature.
2. The half-hour oral examination before members of the English Department, and
3. The Graduate Record Examination.

These requirements for a major in English are meant to test the students' 1) general grasp of movements and works of literature, 2) ability to write clearly and to attack independently a piece of literature, 3) ability to speak about literature with some degree of sensitivity and knowledge, and 4) rank with other college students of English across the nation.

10. ENGLISH AS A SECOND LANGUAGE. (3)

Practice in both speaking and writing skills as well as reading comprehension for speakers whose native language is not English.

15. FUNDAMENTALS OF WRITING I. (3)

Through extensive practice in writing this course aims to meet the personal and professional needs of the student. Instruction in basic skills such as sentence structure, diction, spelling, paragraphing, usage and punctuation will be provided, along with much practice in expository theme writing. Readings will be selected according to class needs. Extensive practice in the skills and techniques of writing the library research paper. I and II.

28. FUNDAMENTALS OF WRITING II. (3)

Continued opportunities for self-expression through written communication, with emphasis on a more mature writing style. Course aims to develop clear and intelligent expression as well as mastery of basic writing skills. Readings will be selected according to class needs. Prerequisite: EN 15. I, II.

29. TECHNICAL WRITING. (3)

This course is designed primarily for students in the science and allied health programs, such as medical technology. Emphasis will be on the well-written scientific paper, with appropriate organization and language. Other topics covered include writing business letters and memoranda, preparing technical reports, and writing and editing for scientific journals. Prerequisite: EN 15. II.

111. ADVANCED COMPOSITION. (3)

Advanced practice in techniques of writing. Required course for English majors minoring in Secondary Education. Prerequisites: EN 15 and 28.

112, 113. SURVEY OF ENGLISH LITERATURE. (3, 3)

A study of English literature from its beginnings to the present; emphasis on analysis and interpretation of prescribed works. I, II.

115. CREATIVE WRITING. (3)

Practice in the techniques of writing poetry, short stories, and the dramatic scene. Topics covered include language, figures of speech, point of view, characterization, and dialogue. In-class analysis of all student work is emphasized.

116. SEVENTEENTH CENTURY LITERATURE. (3)

Critical reading and analysis of representative prose, poetry, and drama.

117. THE SHORT STORY. (3)

Study of selected masters of the short story from Poe and Hawthorne to mid-twentieth century authors. Readings and classroom discussions are designed to enhance the student's appreciation, understanding, and critical judgment of short fiction.

118. MYTHOLOGY. (3)

Wide reading and discussion of mythologies of the world as a background for the understanding and appreciation of cultures and literature. Emphasis on Greek mythology.

119. WORLD MASTERPIECES. (3)

Analysis of selected masterpieces from the Greeks to the present, including the study of *Oedipus Rex*, *King Lear*, *Tartuffe*, *Hedda Gabler*, *Anna Karenina*, and *The Canterbury Tales*, among others.

121. GREAT EPICS OF THE WORLD. (3)

Reading and discussing of the great epics of all times: *The Iliad*, *The Odyssey*, *The Aeneid*, *El Cid*, *Bhagavad-Gita*, *Beowulf*, *The Song of Roland*, *Nibelungenlied*, *The Inferno*, and *Paradise Lost*. Better understanding of world cultures and peoples through appreciation of both the hero in epical literature and the rich tradition of each country. Guest lecturers.

123. PSYCHOLOGICAL ASPECTS OF THE NOVEL. (3)

Reading and discussion of ten significant novels: *The Great Gatsby*, *The Sun Also Rises*, *The Sound and the Fury*, *Portrait of the Artist*, *Portrait of a Lady*, *Ethan Frome*, *The Power and the Glory*, *Wuthering Heights*, *All the King's Men*, and *Catcher in the Rye*. Reading for pleasure and understanding. Stress on psychological motivations as a tool for discovery of self and understanding of others.

126. HISTORY OF THE ENGLISH LANGUAGE. (3)

Historical development of the English language from its beginnings to the present times. This background, with its emphasis on basic grammatical principles, will deepen understanding of contemporary grammar.

129. WOMEN AND MEN IN LITERATURE. (1-3)

See WS/EN 129.

130. HUMAN RELATIONSHIPS IN LITERATURE. (3)

This course is designed to introduce the student to a wide range of literature that demonstrates the social and psychological qualities which characterize humankind. Selections will be chosen, read and discussed for pleasure and enrichment. Writers include Sophocles, Shakespeare, Poe, Browning, Tennyson, Whitman, Hawthorne, Faulkner, and T.S. Eliot, among others.

131. SURVEY OF AMERICAN LITERATURE I. (3)

This course will include the literature of the Colonies and the Revolution, The New Nation, and the New England Renaissance. Writers will include Anne Bradstreet, Washington Irving, Hawthorne, Poe, Melville, and Emerson. I.

132. SURVEY OF AMERICAN LITERATURE II. (3)

This course will cover the literature at the turn of the Nineteenth Century and the beginning and middle of the Twentieth Century. Writers will include Whitman, Dickinson, Frost, T.S. Eliot, Faulkner, and Hemingway. II.

136. PLAYWRITING. (3)

Basic techniques of writing for the stage. Prerequisite: Consent of instructor. See ST 136.

141. AMERICAN DRAMA. (3)

See ST 141.

145. MODERN EUROPEAN DRAMA. (3)

Reading and interpreting plays of modern dramatists: Ibsen, Shaw, Pirandello, Eliot, Sartre, Beckett, Pinter, Ionesco, among others. See ST 145.

155. SHAKESPEARE: EARLY PLAYS (3)

Reading and analysis of Shakespeare's plays. Emphasis on interpretation and dramatic qualities.

157. SHAKESPEARE: LATER PLAYS. (3)

Reading and analysis of Shakespeare's plays. Emphasis on interpretation and dramatic qualities.

158. THE RESTORATION AND EIGHTEENTH CENTURY. (3)

Critical reading and discussion of writing of Restoration and Eighteenth Century; emphasis on Dryden, Pope, Swift, Addison and Johnson.

160. NINETEENTH CENTURY STUDIES. (3)

Main trends in literature of the nineteenth century; works of selected writers of Romantic and Victorian periods.

162. MODERN BRITISH LITERATURE. (3)

Representative British poets, short story writers, and novelists of the twentieth century; study of modern poetic techniques of fiction.

170. CONTEMPORARY LITERATURE. (3)

Study, analysis, and interpretation of a selected number of modern and contemporary writers. Emphasis will be placed on modern techniques.

ED 195. TEACHING OF ENGLISH IN THE SECONDARY SCHOOL. (2)

See ED 195.

197. INDEPENDENT STUDY. (1-3)

FRENCH (FR)

Major: FR 11, 12, 16, 17 or their equivalent; 30 semester hours in upper-division French.

Major in French with a minor in Business: (Emphasis on International Business or Bilingual Office Administration). Same as major in French plus FR 132, 133. See Business (BU) section for required minor courses.

In fulfillment of the academic requirements for a degree in French, the French major may choose either a comprehensive examination in French literature and/or language or completion of a project relative to French culture and civilization.

Minor: FR 11, 12, 16, 17 or their equivalent and 15 hours in upper-division French.

Special Program in French for International Business: FR 11, 12, 16, 17 (or equivalent) plus 118 (or 119), 132, 133.

11, 12. FUNDAMENTAL FRENCH. (3,3)

This course in elementary French is designed not only for those who have never studied a foreign language, but also for students who wish a basic grammar review with added practice in speaking.

AREA I — COURSES IN FRENCH PRONUNCIATION, CONVERSATION AND COMPOSITION

Upper-division credit will be granted dependent upon fluency.

15-115. PRONUNCIATION. (3)

This different and practical approach to learning French pronunciation enables the student to acquire a near-native fluency in a surprisingly short time.

16-116. CONVERSATION ONE. (3)

This course offers the intermediate student many opportunities for oral practice and self-expression in French.

17-117. CONVERSATION TWO. (3)

A continuation of FR 16, this course provides the student with an enriched practical vocabulary and many opportunities for spontaneous and facile conversation.

18-118. COMPOSITION ONE. (3)

Basic writing techniques are established together with a review and application of grammatical forms.

19-119. COMPOSITION TWO. (3)

Established techniques are developed in this course and the student is led to increased facility and creativity in writing French.

120. SEMINAR: SPECIAL PROBLEMS (3)

A concentrated study of advanced grammar and its practical application in oral and written French.

AREA II — COURSES IN FRENCH CULTURE AND CIVILIZATION

130. THE HISTORY OF FRANCE. (3)

Historical figures come alive in this survey of French history which highlights personalities rather than events. The course provides an invaluable background for the study of French civilization and literature.

131. FRENCH CIVILIZATION. (3)

This study emphasizes the social, cultural, political, and intellectual development of the French people from the Middle Ages through the nineteenth century.

132. FRANCE TODAY. (3)

Glimpses of contemporary France as seen through current French periodicals and newspapers. Readings focus on various aspects of contemporary civilization as it affects both France and the world.

133. PROFESSIONAL AND COMMERCIAL FRENCH. (3)

This course will introduce the language and/or business student to a special vocabulary including terms relative to accounting, banking, investments, labor-management procedures, etc.

AREA III — COURSES IN FRENCH LITERATURE

140. SURVEY OF LITERATURE. (3)

An introduction to poetry, prose and drama, tracing the development of each genre from the Middle Ages to the present.

141-162. FRENCH LITERATURE. (18)

Selected readings of significant authors representative of each century. The courses in French literature are offered in sequential block form i.e., a student may select two courses per semester, but the centuries under study will be taken consecutively, not simultaneously. Any or all of these courses may apply to the Avila Honors Program for qualifying students.

141. MEDIEVAL LITERATURE. (3)

Readings include selections from all the literary forms of the Middle Ages; the chansons de geste, l'esprit courtois, satire, lyric poetry and drama.

142. RENAISSANCE LITERATURE. (3)

A study of the major Renaissance authors: Marot, Rabelais, Ronsard, DuBellay, Montaigne.

151. SEVENTEENTH CENTURY LITERATURE. (3)

Analysis of French classical literature with readings from Corneille, Moliere, Racine and the other major authors.

152. EIGHTEENTH CENTURY LITERATURE. (3)

Study of the representative works of the period with special emphasis on Voltaire, Montesquieu, Rousseau, Marivaux, and Beaumarchais.

161. NINETEENTH CENTURY LITERATURE. (3)

Study of the major trends in nineteenth century literature: romanticism, realism, and symbolism.

162. TWENTIETH CENTURY LITERATURE. (3)

Study of the more important literary movements in modern France with readings from the major authors.

197, 198, 199. SEMINARS IN LITERATURE (2-3, 2-3, 2-3)

Directed readings and an in-depth study of chosen authors from the seventeenth, nineteenth or twentieth centuries.

AREA IV — SPECIAL STUDIES IN FRENCH

195. METHODS OF TEACHING FRENCH IN THE SECONDARY SCHOOL (THE AVILA ARTISANAT).

See ED 195 in the Education section.

196. STUDENT INITIATED COURSE. (2-3)

The advanced student of French may choose any topic of particular interest and complete concentrated study related to literature, civilization or commercial French. This course is especially recommended to the Avila Honors student majoring in French.

AREA V — COURSES TAUGHT IN ENGLISH

121. HIGHLIGHTS OF FRENCH HISTORY. (1)

An overview of some of the more significant events and/or interesting personages in the history of France.

122. THE FINE ARTS OF FRANCE. (1)

An appreciation of several world famous works of art, architecture and music.

123. FRENCH CUISINE. (1)

A "cordon bleu" tour of France for gourmets, featuring kitchen classes, menu translations, and correct pronunciation.

124. TRAVELVIEWS OF FRANCE. (1)

An opportunity to visit "la belle France" without leaving the U.S.A.

125. CONTEMPORARY FRANCE. (1)

A study of the intellectual, economic, social and political aspects of the French nation today.

129. WOMEN IN FRENCH LITERATURE. (1)

An introduction to the roles of women as represented in selected French novels and plays.

GEOGRAPHY (GG)

No major or minor is offered.

171. WORLD GEOGRAPHY. (3)

An introductory survey of the major geographical regions of the world. Emphasis on the effects of geography on human activities. No prerequisite. I or II.

GERONTOLOGICAL STUDIES (GS)

Gerontological Studies is a multidisciplinary program offering to a student a variety of programming and credit options. Programming consists of courses and workshops. Courses carry academic credit (1-6 hours). Both courses and workshops may be taken for C.E.U.'s. Courses taken for credit have work requirements beyond attendance.

There is no major offered in Gerontological Studies. In cooperation with several academic departments, Avila College offers a minor in Aging. The minor can be earned in conjunction with a degree (e.g. Sociology, Social Work, Public Administration, Nursing). In addition, a continuing education certification of participation can be awarded. To receive this certificate, a student must accumulate 270 clock hours in Gerontological Studies. The certificate can be pursued by non-degree seeking students.

The thrust of this program is multi-directional. Through the variety of coursework, the student will be presented with information regarding various aspects of aging and the aged as well as the opportunity for skill development in specific areas (e.g. Counseling Older Adults and Families).

This program is aimed at two primary audiences. First, individuals who are currently employed in gerontology settings. Due to increased interest and demand, many individuals have been put into positions working with the elderly with minimal prior training. This program will afford them the opportunity to gain and sharpen skills. Secondly, the minor is aimed at students enrolled at the college who might have an interest in working with the elderly through their particular major profession after graduation.

No major is offered.

Minor: 18 hours to be selected with the approval of the adviser. One course in each area required.

Certificate: A certificate will be awarded to a student who successfully completes 270 clock hours of C.E.U. credit at Avila College in gerontological studies with at least one course in each of four content areas.

AREA I: BIOLOGICAL AND MEDICAL ASPECTS OF AGING.**GS 201. BIOLOGICAL PROCESS AND AGING. (2)****GS 201. HEALTH IN THE LATER YEARS. (1)**

Health Care Services for the aged.

(C.E.U.)

Alternatives to Institutional care. (C.E.U.)

AREA II. SOCIAL/PSYCHOLOGICAL/PHILOSOPHICAL ASPECTS OF AGING**GS 201. SOCIOLOGY OF AGING. (3)****GS 201. PSYCHOLOGICAL ISSUES IN AGING. (3)****GS 201. DEATH AND DYING. (1)****GS 201. TOPICS IN SOCIOLOGY OF AGING.****GS/WS 129. OLDER WOMEN: PROBLEMS AND POTENTIALS. (1)****AREA III. PUBLIC POLICY ISSUES****GS 201. SOCIAL POLICY AND ADMINISTRATION FOR THE AGING. (3)****GS 201. ECONOMIC STATUS OF AGED. (1)****GS 201. PROGRAMS, PRIORITIES AND RESOURCES IN AGING. (1-3)**

Need Assessment and Program Evaluation (C.E.U.)

AREA IV. DIRECT SERVICES TO AGED AND SERVICE DELIVERY**GS 201. WORKING WITH THE ELDERLY. (1-6)****GS 201. DELIVERY OF SERVICES TO THE AGING. (2)**

Services For Older Adults (C.E.U.)

Leisure Time Activities (C.E.U.)

All credit courses can be taken for C.E.U. C.E.U. courses cannot be taken for academic credit.

GS/BI 201. BIOLOGICAL PROCESSES AND AGING. (2)

The purpose of this course is to provide knowledge on the basic biological aspects of aging. Topics will include: developmental processes of aging; effects of aging on cardiovascular system; the brains of older people; age-related structural alterations in balance and hearing; effects on taste and smell; diseases and carcinogenesis among the aging. No prerequisite. I.

GS/PA 201. DELIVERY OF SERVICES TO THE AGING. (2)

A review of the needs of the aging and analysis of how these needs are implemented by the public and private sectors. No prerequisite. II.

GS/PA 201. SOCIAL POLICY AND ADMINISTRATION FOR THE AGING. (3)

An overview of problems related to aging, an analysis of how these problems are translated into social policy and administration. No prerequisite. I.

GS/PL 201. DEATH AND DYING. (1)

This course will 1) examine various philosophical concepts of death held in the past and 2) try to determine contemporary values and attitudes regarding death and dying. No prerequisite. II.

GS/SO 201. SOCIOLOGY OF AGING. (3)

Study of the sociological and psychological aspects of growing older to gain a better understanding of what aging is all about. Detailed look at social psychological problems associated with older people in American society. No prerequisite. II.

GS/SO/WS 129. OLDER WOMEN: PROBLEMS AND POTENTIALS. (1)

Examines the effects of aging, biological and psychosocial, on women. Special emphasis on social status of aged women, economic security; employment, retirement, income maintenance. No prerequisite. I.

GS/SO 201. TOPICS IN SOCIOLOGY OF AGING**BEING MARRIED AND UNMARRIED IN LATER LIFE. (1)**

An examination of various family and living arrangements experienced by the elderly, including marriage, divorce, widowhood and singlehood. Of special interest will be an examination of the consequences of each type of family life for the individual. No prerequisite. I.

RELATIONS WITH RELATIVES. (1)

This course will focus on a variety of relationships an older person can experience with relatives. Included in the course will be an examination of the relationship between parents and their older children, the experiences of being a grandparent, and other relationships with relatives. No prerequisite. I.

SEXUALITY IN LATER LIFE. (1)

This course examines the role of sexuality in the lives of older people. Topics that will be discussed include the myths about sexuality in the later years, the actual sexual behavior of older people, and sexual problems encountered by the older person. No prerequisite. I.

SOCIAL FACTORS IN DISEASES OF THE AGED. (1)

An examination of the relationship between social behavior and various diseases common among older people. Of particular interest will be topics such as stress, arthritis, diabetes, heart disease and cancer. No prerequisite. I.

HEALTH CARE ISSUES FOR THE AGED. (1)

This course will review the sociological/demographic literature concerning the experiences of the older person in times of illness. Topics include illness behavior, patient-practitioner relations and various health care problems of the elderly. No prerequisites. I.

NEW WORK ROLES FOR THE AGED. (1)

After an examination of the need for new work roles for the aged, this course will focus on the prospects for the development of new work roles in American society. Emphasized will be new work roles for the aged in the family, volunteerism, part-time employment and full-time employment. No prerequisite. I.

MINORITY GROUPS AND AGING. (1)

This course will examine the unique experiences of older people who are also members of racial and ethnic minority groups. Topics include the concept of double jeopardy, discrimination, family life, and the health status of older minority group members. No prerequisite. I.

MENTAL HEALTH AND AGING. (1)

Various topics in mental health will be considered. These include effects of retirement, loss of status and social supports, and widowhood. The development of alternative coping strategies conducive to mental health will be considered. No prerequisite. I.

GS/SW 201. PROGRAM, PRIORITIES AND RESOURCES IN AGING. (1-3)

This course will provide the practitioner with a basic knowledge of existing programs, priorities and resources in the provision of direct services to the elderly. Students may enroll for any/all sections. No prerequisite. II.

PROGRAMS FOR THE AGED. (1)

An examination of the programs, on a national and local level, providing services to the elderly.

PRIORITIES FOR SERVICES TO THE AGED. (1)

An examination of priorities for the direct service division for the elderly, including those reflected in current and pending social legislation and policy. Topics include national health insurance, legal services, protective services, nursing home reform, strategies for effecting legislative priorities.

RESOURCES FOR SERVICE DEVELOPMENT FOR THE ELDERLY. (1)

A review of existing resources on a national and local level that can be utilized creatively in the development and implementation of new and improved programs and services to the elderly. Topics include sources of federal and state funding, social action and community group coalitions, educational and research projects and institutes.

GS/SW 201. WORKING WITH THE ELDERLY. (1-6)

This course focuses on the development of the prerequisite skills and knowledge necessary for the provision of direct services to the elderly. Students may enroll for any/all sections. No prerequisite. I.

COMMUNICATION WITH THE AGED. (1)

An examination of the communication needs of the aged and various techniques for improving client-worker communication.

GROUP PROCESSES AND TECHNIQUES. (1)

An examination of group work processes with the aged in various settings and with various types of groups (recreational, social and psychotherapeutic), including leadership skills and techniques.

COUNSELING OLDER ADULTS AND FAMILIES. (1)

A review of the basic intervention principles, skills, and techniques for improving the social functioning of the older adult. Emphasis will be placed upon the importance of including the family system in the provision of such services. Topics will include age-ism, sexual functioning, and the social and emotional effects of the aging process.

WORKING WITH THE DYING CLIENT AND FAMILY. (1)

An examination of professional self-awareness and intervention skills and techniques unique to the provision of services to the dying client. Emphasis is placed on total communication within the family system. Topics include: death and the life-span, stages of reaction to death, the hospice, and supportive therapy.

YOU AND YOUR AGING PARENT I. (1)

An examination of the special interpersonal relationships existing between the adult child and his/her parents with special emphasis upon intergenerational conflicts and their implications for family life.

YOU AND YOUR AGING PARENT II. (1)

An examination of the dilemma of nursing home care vs. home living (when possible) for the aging parent. The process of nursing home selection will be included, as well as alternative care options.

HISTORY (HI)

Major: Thirty-eight hours in history. At least twenty-nine hours in upper-division history including nine hours selected from HI 121, 122, 124 and 125 and nine hours selected from HI 151, 152, 154 and 155. A minor in a related field is optional. As partial fulfillment of requirements for the degree, students majoring in history are required to take the Graduate Record Examination in history and to pass a departmental comprehensive examination.

Minor: Eighteen semester hours of which six must be in upper-division American history and six in upper-division European history.

A major in history is recommended as preparation for the study of law.

An interdepartmental minor in History and Economics is recommended for students majoring in history, business, or economics. Two concentrations are available:

Labor History: EC 52, 185; HI 124, 126, 130, 154.

Urban History and Economics: EC 51, 184; HI 127, 130, 131, 151.

11. EUROPE IN THE MAKING. (3)

This course traces the development of European civilization by focusing on four main areas of study — the Greek world, the Roman Empire, medieval society and the transition to modern times. No prerequisite. I.

12. RISE OF MODERN EUROPE. (3)

This course traces the main development in European history from 1600 to the present. It explores the impact of science and industrialism on modern society and highlights important topics such as the French Revolution, Russian Communism and Hitler's Germany. No prerequisite. II.

15. CONTEMPORARY WORLD POLITICS. (3)

See PS 15.

17. AMERICAN HISTORY I. (3)

A survey course tracing the development of America from the colonial period to 1865. Special emphasis is given the disruptive social, political and economic factors that precipitated the Civil War. No prerequisite. I.

18. AMERICAN HISTORY II. (3)

This course presents a topical approach to the effects of change on Americans from the Civil War to the present. Topics to be emphasized include minorities, domestic reform movements and spiraling international involvement including World War II, Korea and Vietnam. No prerequisite. II.

120. INTRODUCTION TO AMERICAN STUDIES. (3)

An exploration of the American identity as reflected in and created by the arts, film, music, politics and lifestyle. Literature, art, history and films, as well as literary and social criticism, are examined and debated in the context of a variety of methodologies. No prerequisite. Alternate years.

121. COLONIAL AMERICA. (3)

This course covers the period from early colonization to 1787. It involves a social, economic and ideological exploration of the origins of the nation with emphasis on an interpretative analysis of the American Revolution. No prerequisite. I or II.

122. DEMOCRACY AND SLAVERY. (3)

American history from 1787 to 1865 analyzing the growth of sectional, political, economic and social differences that devel-

oped during the period. Emphasis is placed on Jacksonian Democracy, Manifest Destiny and the causes of the Civil War. No prerequisite. I or II.

124. THE AGE OF REFORM. (3)

The United States from 1865 to 1920 covering reconstruction, economic growth, the progressive era, and the emergence of the United States as a world power. No prerequisite. I or II.

125. RECENT AMERICA. (3)

This course covers the period from the 1920's to the present. It presents a study of political and social factors that have contributed to shaping modern America. Special emphasis will be placed on movements such as women's rights, the growth of anti-war sentiment and the struggle for civil rights. No prerequisite. I or II.

127. HISTORY OF THE AMERICAN CITY. (3)

A study of the history of American cities in their evolution from commercial to industrial to diversified service centers; the problems of metropolitan areas today and their evolution in the history of American cities; immigration as it affected the history of the city. No prerequisite. Alternate years.

128. THE WORKER IN AMERICAN SOCIETY. (3)

This course deals with the impact of the American labor movement on business and the economy. It includes a number of topics emphasizing the effects of economic development on American society — workers and mechanization, religion, race, ethnicity and working class consciousness, women in the labor force, and job satisfaction. No prerequisite. Alternate years.

129. WOMEN'S LIBERATION MOVEMENT: A HISTORICAL PERSPECTIVE. (3)

See WS/HI 129.

130. AMERICAN INDUSTRIES. (3)

The background and growth of American industry. Among the topics covered are the location of industrial centers, plant location within the industrial area, raw materials used, methods of manufacture, products and their markets, and competitive conditions. No prerequisite. Alternate years.

131. AMERICAN POLITICAL HISTORY. (3)

A survey of American political development during the last 150 years from the rise of Jacksonian Democracy to the present administration. The course examines the role of the two-party system and the influence of third parties as reform agents. No prerequisites. Alternate years.

140. TOPICS IN RECENT HISTORY. (1)

Detailed study of a period (such as the Cold War), a significant personality (such as Hitler or Lenin), or a theme (such as revolution or imperialism) in recent world history. No prerequisite. Alternate years.

151. EUROPE IN TRANSITION. (3)

A study of the transition from medieval to modern civilization, with emphasis on commercial and political development, achievements in the arts, secularism and causes of religious disunity and the Protestant Reformation. No prerequisites. I or II.

152. EUROPE IN REVOLUTION. (3)

This course emphasizes the revolutionary developments in European society from 1600 to 1815. Topics include the origins of modern science, the impact of industrial change, political revolutions in England and France, and the era of Napoleon. No prerequisite. I or II.

154. EUROPE IN THE NINETEENTH CENTURY. (3)

This course explores the accelerating forces of change in Europe after 1815. Topics include the social and political effects of indus-

trial growth, the rise of various ideologies such as liberalism, socialism and nationalism, and the economic and political factors leading to World War I. No prerequisites. I or II.

155. EUROPE IN THE TWENTIETH CENTURY. (3)

This course begins with a study of the first World War and its effects culminating in World War II and the decline of European power. Topics include Fascism and Nazism, the Bolshevik revolution and the Soviet system, the Cold War and the challenge of the Third World. No prerequisites. I or II.

158. HISTORY OF EUROPEAN THOUGHT. (3)

Study of the ideas that have helped to shape European history since the Renaissance. Readings from leading European thinkers including Machiavelli, Locke, Voltaire, Rousseau, Marx, Sartre, and others. No prerequisite. Alternate years.

161. MODERN RUSSIA. (3)

Russia in the nineteenth and twentieth centuries. The growth of revolutionary thought and action, the Revolutions of 1905 and 1917, and the establishment and development of the Soviet regime. No prerequisite. Alternate years.

162. MODERN CHINA AND JAPAN. (3)

Survey of traditional China and Japan; forces for modernization in the nineteenth century; political, economic and cultural aspects of the twentieth century. No prerequisite. Alternate years.

163. MODERN INDIA. (3)

A survey of modern developments in India with emphasis on the cultural background, political and social developments, and the impact of the West. No prerequisite. Alternate years.

181. HISTORY OF AMERICAN JUSTICE. (3)

A general history of the American justice system against the background of American history. This course dwells on the law and the lawless and the problems that both have created in our nation's past. No prerequisite. Alternate years.

190. HISTORY STUDY TOUR. (3)

Study of a specific world region using historical materials, oral history, description, and survey of historical monuments and archeology where appropriate. Guided tours of historical sites in the area are included. No prerequisites. Alternate years.

197. INDEPENDENT STUDY IN HISTORY. (2-3)

Directed study of a particular period or topic. Restricted to majors in history.

198. UNITED NATIONS SEMINAR. (1)

Study of the organization and operation of the United Nations with particular reference to current issues. Preparation for student participation in a Model United Nations. No prerequisite.

199. SENIOR SURVEY. (2)

Comprehensive overview of major periods and topics in American and European history. Restricted to majors in history. I or II.

TEACHING OF HISTORY IN THE SECONDARY SCHOOL. (2)

See ED 195.

HOME ECONOMICS (HE)

50. NORMAL NUTRITION. (2)

Basic principles of normal nutrition and the application of these principles to nutritional requirements of the infant, pre-school child, adolescent, and adult.

HONORS PROGRAM (HP)

The following courses are required of all students participating in the Avila Honors Program.

11. I and II Foundations Course. (6,6)

12. I and II

A multidisciplinary course focusing on the interrelating aspects of civilizations, including their cultural, philosophical and scientific developments throughout the history of mankind.

13. READING TUTORIAL. (2-3)

An optional independent study of literature related to the Foundations Course.

111, 112. HONORS SEMINARS. (2,2)

The Honors students will research and explain designated topics related to the study of contemporary man.

113, 114. HONORS COLLOQUIA. (2,2)

An exchange of ideas between the Honors students and faculty related to the students' specific fields of interest.

115. SENIOR RESEARCH PROJECT. (2-3)

An in-depth study undertaken by the Honors student in his/her major field. Please see departmental course listings for Honors courses related to specific areas of instruction.

INTERNATIONAL BUSINESS AND COMMUNICATION (IBC)

Students may choose a major program in Business with a concentration in International Business together with special courses in French and/or Spanish.

Please see Business, French and Spanish sections of the catalog for complete course descriptions.

INTERNATIONAL STUDIES (IS)

No major is offered.

Minor: A minor consists of eighteen hours from the following courses, of which twelve must be from Group I and six from Group II. No more than six hours may be taken in a single subject area.

Group I

EC 182 International Economics (3)
GG 171 World Geography (3)
HI/PS 15 Contemporary World Politics (3)
HI 155 Europe in the Twentieth Century (3)
HI/PS 161 Modern Russia (3)
HI/PS 162 Modern China and Japan (3)
HI 163 Modern India (3)
PS 141, 142, Comparative Political Systems (3,3)
SO 154 Cultural Anthropology (3)

Group II

AR 80 Survey of Art (3)
AR 185 History of 20th Century Art (3)
EN 119 World Masterpieces (3)
FR French (any course)

SP Spanish (any course)
MU 120 Music Appreciation (2)
RS 149 Comparative Religious Thought (3)

Study and travel abroad are highly recommended. Please see page 6 for a description of foreign study possibilities. Credit obtained through foreign study may be substituted where appropriate for specific courses listed above.

JOURNALISM (JO)

113. INTRODUCTION TO JOURNALISM. (3)

Study of new and creative trends in modern journalism and experimentation with these trends. Goals include better communication and artistic excellence. I.

114. JOURNALISM II. (3)

Advanced study and experience in modern journalism with possible publication. I, II.

LATIN (LA)

66. BASIC LATIN I. (3)

Two three-hour semesters of Latin are suggested to provide students with basic Latin vocabulary, grammar and syntax. Stories are translated from the very beginning and are based on Greek and Roman mythology. I and II.

MATHEMATICS (MA)

Major: MA 31, 181; twenty-seven hours in upper-division mathematics including MA 112, 113, 126, 127, 131, 136, and 199 with additional required hours to be chosen with the approval of the major adviser and eight supplementary hours in physics or a minor in a related field. As a partial fulfillment of the academic requirements for a degree in mathematics each student takes a comprehensive and the Graduate Record Examination in mathematics.

Minor: MA 31, 112, 113, 126, and 127.

MATHEMATICS EDUCATION

Education majors who possess both the interest and the ability in mathematics may qualify as departmental teachers on the elementary and the junior high school levels by taking a sequence of mathematics courses in addition to those required for the education major. A possible program for kindergarten through sixth grade includes MA 16, 17, and 50. For grades seven through nine a minor in mathematics and MA 50 are strongly recommended.

11. FUNDAMENTAL CONCEPTS OF MATHEMATICS. (3)

Elementary set theory, numeration systems, number concepts, number systems, relations and functions, and elementary logic. I, II.

13. THE METRIC SYSTEM. (1)

An introduction to the International Metric System (SI) including the meaning of measure, the basic units of length, capacity, weight (mass) with multiples and submultiples; metric measures of area, volume, and temperature.

14. EXCURSIONS INTO MATHEMATICS. (3)

Selected topics with emphasis on applications to modern problems: the metric system, consumer mathematics, probability, basic graphs, and linear programming.

15. AN APPRECIATION AND ENJOYMENT OF MATHEMATICS. (1)

Interesting topics in elementary mathematics including Fibonacci Numbers, magic squares, ancient numeration systems, Egyptian and lattice multiplication.

16, 17. INTEGRATED ALGEBRA AND TRIGONOMETRY. (3,3)

A unified discussion of algebra and trigonometry with the concept of function as a central theme. I, II.

31. CALCULUS AND ANALYTIC GEOMETRY I. (5)

Inequalities, introduction to analytic geometry for first and second degree equations; functions and their graphs, limits of functions, continuous functions; slope and rate of change, derivatives, differentiation of algebraic functions, applications of the derivative, and theory of indefinite and definite integral. Prerequisites: MA 16 and 17 or college preparatory mathematics including trigonometry. I.

35. METROLOGY. (1)

Basic mathematics review; systems of measurement used in weighing and measuring drugs and solutions; calculation of dosages with powdered drugs, drugs measured in units, insulin, stock medications, pure drugs, rate of flow of intravenous fluids, pediatric dosage, conversion of Celsius and Fahrenheit temperatures. Open only to students majoring in nursing. II.

50. ELEMENTARY PROBABILITY AND STATISTICS. (3)

Introduction to basic principles of statistics; probability involving sampling, predictions and correlations; applications. For non-mathematics majors. I, II.

111. METHODS IN MATHEMATICS FOR ELEMENTARY TEACHERS. (3)

Basic concepts and number processes with emphasis on mathematical concepts and teaching methods appropriate to the needs of the elementary school child. Prerequisite: MA 11. II.

112. CALCULUS AND ANALYTIC GEOMETRY II. (5)

Applications of integration; asymptotes, symmetry, conic sections; trigonometric, hyperbolic, logarithmic and exponential functions and methods of differentiation and integration of these functions; polar coordinates, indeterminate forms; improper integrals. Prerequisite: MA 131. II.

113. CALCULUS AND ANALYTIC GEOMETRY III. (4)

Infinite series; vectors in the plane; vectors in three-dimensional space; vector functions and vector differentiation; differential calculus of functions of two or more variables; multiple integration. Prerequisite: MA 112. I.

121. MATHEMATICAL STATISTICS. (3)

An introduction to the mathematical theory of probability and statistics. Prerequisite: MA 112.

126, 127. INTRODUCTION TO MODERN ABSTRACT ALGEBRA. (3,3)

Selected topics in theory of equations; elementary theory of groups, rings, and fields; ideals and quotient rings; polynomials over a field; vector spaces, systems on linear equations, matrices and determinants. I, II.

130. GEOMETRY FOR ELEMENTARY TEACHERS. (3)

Development of non-metric geometry of the plane and space; measurement of lengths and angles; simple closed curves and congruent and similar figures. These topics are treated with particular attention to the needs of elementary teachers. Prerequisite: MA 11. I.

131. MODERN GEOMETRY. (3)

Sensed magnitudes, theorems of Menelaus and Ceva, cross ratio, harmonic division, modern elementary geometry of the circle, transformations, isometries, similarities, inversion and introductory topics in non-Euclidean and projective geometries.

136. DIFFERENTIAL EQUATIONS. (3)

Solutions of equations of order one and degree one, orthogonal trajectories, hyperbolic functions, linear differential equations, non-homogeneous equations, inverse differential operators, Laplace transforms, inverse transforms, equations of order one and higher degree; applications. Prerequisite: MA 113.

161. INTRODUCTION TO THEORY OF NUMBERS. (3)

Euclidean algorithm and its consequences, congruencies, continued fractions, Diophantine equations and Gaussian integers.

181. HISTORY OF MATHEMATICS. (2)

Chronological presentation of mathematics from primitive times through the beginnings of calculus with related problem studies.

199. MATHEMATICS SEMINAR. (3)

Selected topics. I.

ED 195. TEACHING OF MATHEMATICS IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

MEDICAL RECORD TECHNOLOGY (MR)

Medical Record Technology provides students with the professional knowledge and basic skills necessary for entry level to technical and supervisory responsibility for the assembly, analysis, storage and retrieval of patient information in a variety of health care facilities.

Upon successful completion of the requirements for this major, the student will receive the Associate of Arts degree.

No minor is offered.

Students must provide their own transportation to clinical facilities when enrolled in the following courses: MR 32, 61, and 62.

Avila College offers the Medical Record Technology major the opportunity to qualify for ladder progression into the Medical Record Administration major.

Medical Record Technology Programs are accredited by the Committee on Allied Health Education and Accreditation in collaboration with the American Medical Record Association. Avila College has applied for accreditation of the Medical Record Technology curriculum.

Medical Record Technology

Required professional courses: MR 14, 21, 22, 32, 51, 52, 61, 62. (All are acceptable for ladder progression to the Medical Record Administration Program.) Typing Proficiency Examination by the end of the first 16 hours in the major.

Related required courses: AH 11, 14, 71; BI 120, 121, 125; CH 13, 15; CO 111; EN 15; PL 156 or RS 156; PY 11.

Students in Medical Record Technology are required to submit a Physical Examination and Immunization Report from their private physician prior to the beginning of their assignment to clinical facilities. (Courses numbered MR 32, 61, and 62)

MEDICAL RECORD ADMINISTRATION (MR)

Medical Record Administration provides students with the professional knowledge and basic skills necessary to assume administrative responsibility for Medical Record functions. In addition, students may also pursue specialty areas such as Medical Audit (Quality Assurance), Utilization Review and Tumor Registry.

Upon successful completion of the requirements for this major, the student will receive the Bachelor of Science in Medical Record Administration Degree.

No minor is offered.

Students must provide their own transportation to clinical facilities when enrolled in the following courses: MR 32, 61, 62, 124 and 194.

Avila College offers the Medical Record Administration major the opportunity to qualify for the Associate of Arts Degree in Medical Record Technology at the end of the Sophomore Year.

Accredited Record Technicians (ART) who are graduates of Certificate or Associate Degree Programs or who have completed the AMRA Correspondence Course or Independent Study Modules are eligible for admission to the Medical Record Administration Program. Credit may be earned by proficiency examinations as well as by documentation of experience. Admission and graduation requirements are the same for all students. Applicants are asked to submit official transcripts for all previous college credits and/or documentation of completion of the Correspondence Course or Independent Study Modules from the American Medical Record Association.

The Medical Record Administration Program is accredited by the Committee on Allied Health Education and Accreditation in collaboration with the American Medical Record Association.

Medical Record Administration

Required professional courses: MR 14, 21, 22, 32, 51, 52, 61, 62, 111, 112, 123, 124, 151, 173, 194, 196. Typing Proficiency Examination by the end of the first 16 hours in the major.

Related required courses: AH 11, 14, 71, 115, 119; BI 120, 121; BU 120, 140; CH 13, 15; CO 111; EN 15, 29; MA 50; PL 156 or RS 156; PY 11.

Courses in the Medical Record Technology curriculum are acceptable for ladder progression to the Medical Record Administration major.

Students in Medical Record Administration are required to submit a Physical Examination and Immunization Report from their private physician prior to the beginning of their assignment to clinical facilities. (Courses numbered MR 32, 61, 62, 124 and 194.)

14. MEDICAL TERMINOLOGY PRACTICUM. (2)

This course provides students with practical experience in reading and transcribing history and physical examinations, operative reports, consultations, discharge summaries, X-ray reports, and other reports of a similar nature encountered in the health care delivery system. Students will use cassette tapes of dictated reports as well as typed copies. Prerequisite: Typing skill of a minimum 35 WPM on non-medical copy. Class meets 2 hours per week. (Note: Medical Record majors are required to enroll in AH 14, Medical Terminology, concurrently.)

21. MEDICAL RECORD SCIENCE I. (4)

Introduction to the profession, its association, personnel and Code of Ethics. Emphasis is placed on the development and use of the medical record in both conventional and problem-oriented format from the origin of the data base through the health care system to its indexing and filing in the medical record department. Accreditation standards, storage and retention policies, microfilm processing and Admitting Office procedures are also included. Lecture, 3 hours; Lab, 2 hours per week. Prerequisite: Consent of the Program Director.

22. MEDICAL RECORD SCIENCE II. (4)

Examination of the use of the medical record as a legal document and the effect of confidential communication laws on the release of information. The use of medical record information for statistical purposes is also included. Lecture, 3 hours; Lab, 2 hours per week. Prerequisite: MR 21.

32. DIRECTED PRACTICE I. (2)

In Directed Practice, students gain experience in performing some of the activities of the medical record department in a variety of health care facilities. During this semester, emphasis is placed on numbering, filing, microfilm, assembly and analysis of the medical record, statistical data and medicolegal procedures. Prerequisites: Completion of MR 21 and concurrent enrollment in MR 22.

51. MEDICAL RECORD SCIENCE III. (4)

Examination of the role of governmental agencies and their rules and regulations on medical record procedures. Emphasis is placed on the relationship of the medical staff to the medical record department together with an introduction to supervision of the department related to its various activities. Lecture, 3 hours; Lab, 2 hours per week. Prerequisite: Concurrent or prior completion of MR 21.

52. MEDICAL RECORD SCIENCE IV. (4)

Introduction to coding and classification systems, activities of tumor registries and professional standards review. Emphasis is placed on quality control procedures relating to peer review and medical care evaluation studies. Lecture, 3 hours; Lab, 1 hour per week. Prerequisites: Prior or concurrent enrollment in MR 22 and prior completion of MR 51 and BI 120 and prior or concurrent enrollment in BI 121.

61. DIRECTED PRACTICE II. (2)

Continuation of clinical affiliations in which the student will gain experience in activities relating to forms design and control and supervision of the activities of the medical record department. Prerequisite: Concurrent enrollment in MR 51.

62. DIRECTED PRACTICE III. (2)

Continuation of clinical affiliations in which the student will gain experience in activities relating to coding, indexing and retrieval of information, procedures of the Tumor Registry and medical care evaluation studies. Assignments to a medical transcription unit of a health facility will be included. Prerequisite: Concurrent enrollment in MR 52.

111, 112. FUNDAMENTALS OF MEDICAL SCIENCE I, II. (3,3)

An overview of medical, microbiological and genetic considerations and the physiological changes encountered in the disease process, including the treatment and management of the total care of the patient. Lecture, 3 hours per week. Prerequisites: MR 51, 52; A.R.T. or eligible.

123. MEDICAL RECORD ADMINISTRATION MANAGEMENT AND SYSTEMS DESIGN. (4)

This course applies the basic concepts of management to the functions of medical record keeping including emphasis on the systems approach to achieving goals and the human relations aspect of management. Emphasis is placed on the management responsibilities of the medical record administrator. The student will be involved in designing systems common to medical record keeping. Lecture, 3 hours per week. Prerequisites: MR 61, 62, A.R.T. or eligible.

124. MEDICAL RECORD ADMINISTRATION CLINICAL PRACTICUM. (3)

The student will gain a working knowledge of the systems approach to medical record activities by direct contact with unit and area supervisors in the clinical facility. Consideration will be given to the needs of a department on each of three shifts with emphasis on scheduling of personnel in relation to work activity. Prerequisites: BU 120, A.R.T. or eligible.

151. MEDICOLEGAL PROBLEMS. (3)

Investigation of relevant aspects of federal and state judicial opinions, statutes, rules and regulations as they pertain to the administration of a medical record department and its medicolegal activities. The practices of lawyers and judges affecting health care are considered along with update on current legislation relevant to health care. Prerequisite: A.R.T. or eligible.

173. HEALTH CARE EVALUATION POLICIES AND PROCEDURES. (3)

Methodology, from development to outcome and follow-up in health care evaluation techniques including quality assurance aspects, is emphasized in this course. Prerequisites: MA 50 and MR 71.

194. MEDICAL RECORD ADMINISTRATION AND EDUCATION INTERNSHIP. (7)

Supervised experience in a medical record department, providing insight into administrative and educational processes. The student will complete several projects relating to the work experience under supervision of the director of the medical record department and the MRA Program Director. Prerequisites: All Medical Record courses required in the major except MR 196, MRA Seminar, which requires concurrent enrollment.

196. MEDICAL RECORD ADMINISTRATION SEMINAR. (3)

Review and evaluation of the principles of medical record administration in the health care system and education process presented through case study problems. Lecture, 3 hours per week. Prerequisites: Completion of all Medical Record courses required in the major and concurrent enrollment in MR 194.

197. INDEPENDENT STUDY IN MEDICAL RECORDS. (3)

Students interested in doing special work in some field of medical record administration or medical record education may establish an agreed-upon program of study with an instructor in the Medical Record Administration major. Prerequisite: Consent of MRA Program Director, and senior level. Students may choose one of the following categories:

- A. Coding and Indexing
- B. Statistics
- C. Medico-Legal
- D. Medical Science
- E. Organization and Management
- F. Data Processing
- G. Medical Record Education
- H. Medical Records
- J. Special Workshop
- K. Medical Transcription

MEDICAL TECHNOLOGY (MT)

Avila College and St. Joseph Hospital cooperatively offer a four-year integrated program leading to the Bachelor of Science in Medical Technology.

Students' transcripts are reviewed by the program officials during the Spring Semester of the sophomore year. Those who have successfully completed the prerequisites are notified of admission to the third academic year and fourth clinical year of the program.

Pre-Medical Technology requirements: AH 11; BI 121, 120 or 123, 152; CH 11, 113, 121; MA 16, 17; PA 31; PH 13.

Major Requirements: AH 14; CH 120, 140; BI 153, 156; MT 125, 127, 158, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180.

No minor is offered.

Students must provide their own transportation to the clinical facilities when enrolled in the Medical Technology courses.

Students in Medical Technology are required to submit a Physical Examination and Immunization Report from their private physician prior to the beginning of the clinical courses (courses numbered 169-180).

Major in Medical Technology-Biology or Medical Technology-Chemistry (five year program):

The student may choose a double major in Medical Technology and Chemistry or Medical Technology and Biology. * Upon completion the student will receive the Bachelor of Science and Bachelor of Arts degrees.

*See sections on Biology and Chemistry.

120. INSTRUMENTATION FOR THE BIOMEDICAL SCIENCES. (4)

See CH 120.

125. INTRODUCTION TO PATHOLOGY. (3)

An overview of pathology considering etiology, diagnosis and prognosis of the disease process. Three hours lecture per week. Prerequisite: BI 121.

127. HEMATOLOGY. (4)

A study of the formation, morphology, function and abnormalities of the formed elements of the blood including consideration of the coagulation mechanism and the chemical components of blood plasma. Three hours lecture and three hours laboratory per week. Prerequisites: BI 121 or 20.

140. PHYSIOLOGICAL BIOCHEMISTRY. (4)

An introductory biochemistry course directed to students in medical technology or other health-related professions. It is designed to give students a basic knowledge of the biochemical and metabolic principles needed to understand the chemical and molecular aspects of health science problems. Four hours lecture per week. Prerequisites: BI 121; CH 113 or 117.

158. PARASITOLOGY. (4)

See BI 158.

160. INDEPENDENT STUDY. (2-3)

Student will complete a research project in clinical laboratory methodologies or a case study correlating clinical laboratory

results with history and physical examination. (Time to be arranged.)

169. PHLEBOTOMY AND PATHOLOGIC ANATOMY. (1)

Principles, theories and techniques used in the area of blood collection. Students will observe pathologic anatomy dissection. Five hours lecture and 45 hours clinical experience arranged throughout the semester. Prerequisite: Consent of Medical Technology Program Director.

170. SIMULATED CLINICAL LABORATORY. (5)

Theory, performance and evaluation of clinical laboratory procedures under close supervision in an academic setting. Lecture will include concepts in management, supervision, education, research and development. Forty hours per week for eight weeks. Prerequisite: Consent of Medical Technology Program Director.

171. CLINICAL CHEMISTRY. (5)

Principles, theories, and techniques used in the study of human biochemistry and performance of analyses of body fluids. Forty hours per week for eight weeks. Prerequisite: Consent of Medical Technology Program Director.

172. CLINICAL MICROBIOLOGY. (5)

Protocols for the isolation, cultivation, and identification of pathogenic microorganisms. Techniques of distinguishing the indigenous microflora from those responsible for a pathological condition, drug susceptibility testing, specimen collection, safety precautions, surveillance, and quality control. Forty hours per week for eight weeks. Prerequisite: Consent of Medical Technology Program Director.

173. CLINICAL HEMATOLOGY. (3)

Principles, theories, and analytical techniques of the hemopoietic system. Forty hours per week for four weeks. Prerequisite: Consent of Medical Technology Program Director.

174. DIAGNOSTIC IMMUNOLOGY. (3)

Principles and techniques of immunological analysis used in the diagnosis of disease. Fluorescent and darkfield microscopy and immunoassay procedures are implemented. Forty hours per week for four weeks. Prerequisite: Consent of Medical Technology Program Director.

175. IMMUNOHEMATOLOGY I. (3)

Principles, theories, and techniques of blood transfusions. Forty hours per week for four weeks. Prerequisite: Consent of Medical Technology Program Director.

176. HEMOSTASIS. (1)

Principles, theories, and analytical techniques used in hemostasis and the coagulation phase of the hemopoietic system. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

177. URINALYSIS. (1)

Principles, theories and techniques used in the analysis of the function of the kidney and its products. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

178. IMMUNOHEMATOLOGY II. (1)

Principles, theories and techniques of blood transfusions at Community Blood Center. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

179. MEDICAL TECHNOLOGY SEMINAR I. (1)

Principles, theories, techniques of clinical laboratory procedures applied to practical situations in alternative settings during varied shifts. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

180. MEDICAL TECHNOLOGY SEMINAR II. (4)

Correlation of MT 169 to MT 179 in didactic setting; includes Clinical Pathology correlation, project reports, CAP check samples and didactic review. Forty hours per week for three weeks. Prerequisite: Consent of Medical Technology Program Director.

191. SPECIAL TOPICS IN CLINICAL LABORATORY SCIENCE. (1-3)

A course designed to deal with a topic or area in clinical laboratory science which is not available in the regular course offerings. Topics and instructors to be listed in the semester bulletin.

MUSIC (MU)

Degrees offered:

Bachelor of Arts (B.A.)

(pre-professional)

Majors: Music Education

Applied Music (Piano, Voice, Organ)

Church Music

Bachelor of Music (B.M.)

(professionally oriented)

Majors: Music Education

Applied Music (Piano, Voice, Organ)

Bachelor of Fine Arts in Performing Arts (B.F.A.)

(Dance, Music, Theatre-professionally oriented)

See section on Performing Arts for requirements.

•BACHELOR OF ARTS DEGREE (B.A.)

Music Education

Major: MU 11 or 12 (each semester), 16, 17, 18, 113, 116, 121, 122, 111 and/or 195-196; piano, 4-8 hours; voice, 4-8 hours.

Minor: MU 11 or 12 (each semester), 16, 17, 111 or 195; four additional hours in upper-division music; piano, 4 hours; voice, 4 hours.

PIANO, ORGAN, VOICE

Major: MU 11 or 12 (each semester), 16, 17, 18, 116, 121, 122, 148 or 178 or 186, 198; fourteen hours in the applied music major including eight upper-division hours.

Minor: MU 11 or 12 (each semester), 16, 17, 148 or 178 or 186; four additional hours in upper-division music; eight hours in the applied music minor including four upper-division hours.

CHURCH MUSIC

Major: MU 16, 17, 18, 86, 113, 116, 117, 118, 119, 121, 122, 175, 176, 195-196; organ, 2-4 hours.

Minor: MU 16, 17, 86, 117, 118, 119, 175, 176; organ, 2 hours.

MUSIC THEORY

No major is offered.

Minor: MU 11 or 12 (each semester), 16, 17, and 18, twelve hours from MU 113, 116, 121, 122, 175, 176.

•BACHELOR OF MUSIC DEGREE (B.M.)

Majors: Music Education

Voice

Piano

Organ

MUSIC EDUCATION

Major: MU 11 or 12 (each semester), 16, 17, 18, 111, 113, 116, 121, 122, 195, 196; piano, 6 hours; voice, 8 hours.

VOICE

Major: MU 11 or 12 (each semester), 16, 17, 18, 90, 91, 92, 93, 94, 95, 121, 122, 123, 124 or 125, 186, 187, 188, 189, 195, 196, 197, 198; piano, 4 hours; voice, 20 hours.



PIANO

Major: MU 11 or 12 (each semester), 16, 17, 18, 65, 66, 67, 68, 86, 87, 121, 122, 123, 124 or 125, 146, 147, 148, 195, 196, 197, 198; piano, 24 hours.

ORGAN

Major: MU 11 or 12 (each semester), 16, 17, 18, 65, 66, 67, 68, 86, 87, 121, 122, 124, 123 or 125, 146, 178, 195, 196, 197, 198; organ, 24 hours.

11. WOMEN'S CHORUS. (1)

Preparation for and participation in public performances of sacred and secular choral music. I, II.

12. MIXED CHORUS. (1)

(For men and women, by audition only.) Preparation for and participation in public performances of sacred and secular choral music. I, II.

14. BEGINNING GUITAR. (1)

Class in guitar technique for beginning students. Techniques of rhythm playing, single string technique and introduction to easy classical literature.

15. INTERMEDIATE GUITAR. (1)

Continuation of Beginning Guitar. Acquaintance with more advanced technique and study of more advanced classical literature.

16-18. MUSIC THEORY. (3-9)

Correlation of written and keyboard harmony, sight singing, and ear training. Prerequisite: MU 19 or consent of instructor.

19. MUSIC FUNDAMENTALS. (1)

Study of the basic elements of music dealing with note-reading, rhythm and theory. Recommended as a preparation for MU 111 or any other music course for students with no musical background.

25. NEW YORK FINE ARTS TOUR. (1)

A one-week tour to attend performances of the Metropolitan Opera, Ballet, and Philharmonic Orchestra at Lincoln Center; Broadway plays and musicals; tours of famous Art Galleries; sight-seeing and shopping in New York City.

50. GUITAR FOR CHURCH MUSICIANS. (1)

51-54. CLASSICAL GUITAR. (1-2)

Elements of the classical guitar and study of literature for the classical guitar according to level of the student.

61-64. PIANO. (1-2 each semester)

Bach, two and three-part inventions or the equivalent; Haydn and/or Mozart Sonatas; romantic and contemporary pieces.

65-68. ACCOMPANYING. (1 each semester)

Fundamentals of and practical experience in learning and performing accompaniments for singers and instrumentalists.

71-74. ORGAN. (1-3 each semester)

Pedal studies; Bach; choral preludes; contemporary liturgical pieces.

81-84. VOICE. (1-2 each semester)

Technique of singing and its application to individual students. Repertoire from standard and contemporary works in English, French, Italian, and German.

85. FUNCTION/CARE HUMAN VOICE. (1)

See CO 85.

86. VOICE CLASS. (1)

Primarily for those students who desire a knowledge of the techniques of singing English vocal literature for personal voice improvement and/or the teaching of singing in the classroom.

87. VOICE CLASS FOR CHURCH MUSICIANS. (1)

Prerequisite: MU 86 or consent of instructor.

90-91. ITALIAN DICTION. (1 each semester)

A study of the sounds and intonation of Italian. Particular attention given to problems pertinent to lyric diction. For voice majors only; others with permission of instructor.

92-93. GERMAN DICTION. (1 each semester)

A study of the sounds and intonation of German. Particular attention given to problems pertinent to lyric diction. For voice majors only; others with permission of instructor.

94-95. FRENCH DICTION. (1 each semester)

A study of the sounds and intonation of French. Particular attention given to problems pertinent to lyric diction. For voice majors only; others with permission of instructor.

111. MUSIC FOR ELEMENTARY SCHOOLS. (2)

Procedures and techniques for teaching music in the classroom. Instruction in music fundamentals for those with no previous knowledge of music. Prerequisite: MU 19 or consent of instructor.

112. INSTRUMENTAL METHODS. (2)

Basic knowledge of orchestral instruments: i.e., woodwinds, strings, brass, percussion.

113. COUNTERPOINT. (3)

Analysis and writing for two, three, and four voices in the style of eighteenth century counterpoint. Prerequisites: MU 16, 17.

114. PEP BAND/JAZZ BAND. (1)

An instrumental group designed to perform at athletic and/or social functions of the school. II.

116. ANALYTICAL TECHNIQUES. (3)

Structural materials used in composition; analysis of various choral, instrumental, and symphonic forms, beginning with the works of the most important sixteenth century composers and continuing through the contemporary period.

117. CHORAL AND INSTRUMENTAL ARRANGING. (3)

A study of vocal and instrumental ranges and capabilities for the purpose of arranging choral and instrumental music for the available resources of a particular parish. Prerequisites: Two (2) semesters of theory or consent of instructor.

118. CHURCH MUSIC REPERTOIRE I. (1-2)

A survey of literature for liturgical and paraliturgical celebrations including music for congregations, choir, cantor, other soloists, organists and other instrumentalists. Materials will be taken from the literature of past traditions through those currently available.

119. CHURCH MUSIC REPERTOIRE II. (1-2)

Continuation of MU 118.

120. MUSIC APPRECIATION. (2-3)

Non-technical study of music materials, forms, and styles for the development of broad and intelligent listening and appreciation. The third hour of credit may be obtained upon presentation of a satisfactory term paper, topic to be chosen by the student and subject to approval by instructor. No prerequisite.

121, 122. HISTORY AND LITERATURE OF MUSIC. (3,3)
Survey of the great movements in the development of music. Course presupposes a basic knowledge of music theory and formal structure.

123. HISTORY OF JAZZ AND 20TH CENTURY MUSIC. (2-3)
Beginnings, history, and importance of jazz and contemporary music to the present day. The third hour of credit may be obtained upon presentation of a satisfactory term paper, topic to be chosen by the student and subject to approval by instructor.

124. HISTORY OF CLASSIC-ROMANTIC MUSIC. (2)
Detailed survey of major movements and developments in music between approximately 1725 and 1910. Prerequisite: MU 121-122 or consent of instructor.

125. HISTORY OF RENAISSANCE-BAROQUE MUSIC. (2)
Detailed survey of major movements and developments in music between approximately 1400 and 1750. Prerequisite: MU 121-122 or consent of instructor.

130. HISTORY OF AMERICAN MUSICAL THEATRE. (2-3)
See ST 130.

146-147. METHODS OF TEACHING PIANO. (1 each semester)
Principles and techniques for teaching piano; study of materials used in teaching; experience in student teaching.

148. PIANO LITERATURE AND INTERPRETATION. (2)
Important works written for the piano from the eighteenth century to the present day.

158. GUITAR LITERATURE AND INTERPRETATION. (2)
Representative works for guitar from early to present day.

159. MUSIC THEATRE WORKSHOP. (1)
For majors and non-majors who wish to participate as performers and/or technicians in a musical production. II. See ST 159.

161-164. PIANO. (1-3 each semester)
Advanced technical studies; Bach, Well-Tempered Clavichord or equivalent from the romantic school; concertos and contemporary pieces and/or sonatas.

171-174. ORGAN. (1-3 each semester)
Works for standard literature and contemporary liturgical music. Experience in playing for liturgical services.

175. HISTORY OF LITURGY IN MUSIC. (2)
An historical perspective of the development of the use of music in liturgy from early Christian times to the present. This course is intended to prepare for MU 176.

176. MUSIC IN CONTEMPORARY LITURGY. (2)
A study of music in the revised rites of Vatican II for the purpose of planning effective liturgical celebrations for the parish.

177. CHURCH MUSIC WORKSHOP. (1)
A one-credit-hour practicum on: HOW to sing, play, dance; WHAT to sing, play, dance; WHEN to sing, play, dance; and WHY — sing, play, dance.

178. ORGAN LITERATURE AND INTERPRETATION. (2)
A study of the organ and its literature; a comparative study of different types of organs and how to use them most effectively for accompanying and for the performance of standard organ literature.

181-184. VOICE. (2-3 each semester)
Effective performance of arias and other song literature in French, English, Italian, and German. Emphasis on appropriate stage deportment.

186-187. VOICE LITERATURE AND INTERPRETATION. (1 each semester)
Representative song literature in English, French, German, and Italian, with particular emphasis on performance and style.

188-189. VOICE PEDAGOGY. (1 each semester)
Principles and techniques for teaching singing, both through class discussion and practical experience.

195. BASIC CONDUCTING. (1)
Emphasis on the basic patterns and techniques of conducting.

196. CHORAL CONDUCTING. (1)
Emphasis on choral conducting and materials.

197. JUNIOR RECITAL. (2)
Public performance (½ hour minimum) of applied music majors in junior year and recommended for applied music minor in either junior or senior year.

198. SENIOR RECITAL. (2)
Public performance (¾ hour minimum) of applied music majors in senior year.

NURSING (NU)

PRE-NURSING REQUIREMENTS: Writing (3), Speech (3), Introduction to Sociology (3), General Psychology (3), General Chemistry (4), Organic Chemistry (4), Anatomy (4), Physiology (4), Pathophysiology (4), Microbiology (4), Elementary Probability and Statistics (3), Metrology (1), Normal Nutrition (2), and Adaptation; A Conceptual Approach To Nursing Practice (3), Abnormal Psychology (3) prior to Psychiatric/Mental Health Nursing; Human Growth and Development (3) prior to Pediatric Nursing.

Major: NU 111, 115, 117, 121, 122, 141, 151, 161, 171, 181.

No minor is offered.

Students must provide their own transportation to the health agencies when enrolled in the nursing courses.

90. ADAPTATION: A CONCEPTUAL APPROACH TO NURSING PRACTICE. (3)

Introduction to core concepts of nursing, emphasis on the health-illness continuum, preventive health maintenance. Concepts include: philosophy of nursing, adaptive processes, client's right to health care, nuclear and variant family forms, client's rights, and client advocate. Focus is on roles of the professional nurse, the public image of the nurse, legal aspects, and psycho-social-cultural aspects which influence health and illness behavior. I and II.

NU 111, 115 and 117 must be completed in sequence by basic students. NU 112 is the only course required for the RN student.

111. NURSING PROCESS: A METHOD OF FACILITATING ADAPTATION. (7)

Introduction to nursing care related to adult client's perceptions and reactions to stressors encountered when experiencing illness/disease. Focus is on nursing interventions which facilitate

the clients and families; identification of adaptive responses related to stressors/stress, anxiety and crisis. Basic nursing measures which provide for clients' safety, comfort and facilitate their adaptation to activities of daily living are included. Nursing intervention is through the nursing process as it applies to curative, restorative and preventive aspects of client care. Knowledge of one's biologic and human behavior, physical, social, and cultural environmental variables, nutrition, pharmacology, and mental health concepts are integrated. Supervised observation and clinical learning experiences. Prerequisite: NU 90. 60 hours theory; 90 hours clinical (7 weeks). I.

112. FACILITATING ADAPTATION THROUGHOUT THE LIFE CYCLE. (8)

Focus is enhancement of knowledge and skills for facilitating adaptation of the individual in episodic and distributive settings. Theories and concepts pertinent to the nursing process, holistic person, developmental stages, group process, communication skills, human sexuality, chronic illness and change are included. Beginning skills of physical and psychological assessment and introductory concepts of community health care are also integrated. Available only to the R.N. student. Prerequisite: NU 90. 75 hours of theory; 180 hours clinical.

115. ADAPTATION TO THE HEALTH/WELLNESS STATE. (3)

Introduction to nursing care and interventions related to adult clients not confined to health care institutions. Focus is on health maintenance and prevention of illness/disease. Concepts pertinent to young adult through aging stages of development, com-

munication skills, human sexuality, chronic illness, community health resources, and beginning techniques of history-taking and physical examination. Supervised clinical experiences in distributive settings and antenatal clinics. Pharmacology, nutrition, mental health and community health concepts are integrated. Prerequisites: NU 111, 30 hours theory; 30 hours clinical experience to be arranged throughout the 4 week course. I.

117. ADAPTATION DURING THE CHILD BEARING CYCLE. (4)

Focus is on the concept of wellness as the client experiences pregnancy. Includes theory and concepts related to antenatal labor and delivery, and postnatal phenomena. Clinical learning includes the spectrum from conception through the fourth trimester and related effects on the family unit. The family-centered approach includes adaptation of members of the nuclear, extended, and variant family groups. Pharmacology, nutrition, mental and community health concepts are integrated. Prerequisite: NU 111. 30 hours of theory; 60 hours clinical. I.

121, 122. MAJOR HEALTH PROBLEMS AND ADAPTIVE RESPONSES. (6,6)

Emphasis is on the adaptive responses of the adult experiencing illness/disease, nursing interventions related to the curative and restorative process, and primary care nursing which facilitates nurse/client interactions and promotes the health-wellness potential of clients to function within their environment. The nursing process is used to facilitate nursing identification of stressors, stress state and stages of adaptation related to illness/disease and health-wellness behaviors. Physical assessment skills are incorporated. Supervised clinical experiences in acute care settings, observational experiences, and home visits integrate the concepts of emergency care, crisis intervention, community health, mental health, pharmacology, nutrition and human sexuality. Prerequisites: NU 115, 117. 8 hours theory; 16 hours clinical experience per week for each 7 week rotation. I and II.

141. PSYCHIATRIC/MENTAL HEALTH NURSING: ADAPTATION TO LIFE STRESSORS. (6)

Emphasis is on the utilization of human behavioral, developmental, and psychiatric theory as foundational knowledge for nursing interventions. Interventions include therapeutic use of self and available environment to effect constructive adaptive changes in client's and family's responses to life stressors. Supervised clinical experiences are related to the curative and restorative processes, prevention and health promotion in acute care and community health settings. Concepts of pharmacology, nutrition, community health, human sexuality and crisis intervention are integrated. Prerequisites: PY 162, NU 115, 117. 6 hours theory; 18 hours clinical experience per week for 7 week rotation. I and II.

151. CHILD HEALTH NURSING: ADAPTATION TO LIFE STRESSORS. (6)

Emphasis on Erickson's and Havinghurst's stages of growth and development from newborn to young adult, primary care nursing with promotion of nurse/child interactions, promotion of the biological and psychological adaptive responses of the child and family to disruptive life phenomenon. Concepts presented are separation anxiety, play as therapy, and communication skills related to stages of development. Supervised experiences are provided in the acute care and outpatient settings. Pharmacology, nutrition, community health, mental health, and human sexuality are integrated. Prerequisites: PY 121, NU 115, 117. 8 hours theory; 16 hours clinical experience per week for 7 week rotation. I and II.



161. MANAGEMENT PROCESS IN NURSING. (6-7)

The focus is on the use of the management process to provide quality health care for a group of clients. Concepts and theories of leadership/management, communications, group dynamics, change, nursing process, teaching/learning, and health care systems provide the knowledge base for the nurse manager. Previously learned nursing concepts and theories are integrated during his/her adaptation to the role of leader/manager. Active involvement with other health care providers will enhance use of the management process to facilitate adaptation of nursing team members to the work setting and improve quality of care given to his/her group of clients. Prerequisites: NU 121, 122, 141, 151. 6 hours theory, 18 hours clinical experience per week. One credit hour optional for basic students; required for the R.N. (7 week rotation). II.

171. COMMUNITY HEALTH NURSING: ADAPTIVE RESPONSES TO ENVIRONMENTAL STRESSORS. (6-7)

Focus is on holistic person, relationships and interactions within his physical and psychological environment and his social, cultural, and physical environments. Adaptations related to stressors, roles, functions, health needs, and resources are identified within the familial and community systems. Concepts of preventive services, health education, health maintenance, and rehabilitation are synthesized with prior nursing knowledge. Clinical experiences are in a variety of distributive settings. Prerequisites: NU 121, 122, 141, 151, 6 hours theory; 18 hours clinical experience per week. One credit hour optional for basic students; required for the R.N. (7 week rotation). II.

181. TRENDS IN NURSING. (2)

Historical development of nursing; identification and analysis of major issues facing a profession; means of promoting personal and professional growth; opportunities in contemporary nursing. II.

ORGANIZATIONAL PSYCHOLOGY (OP)

No major or minor is offered.

110. ORGANIZATIONAL PSYCHOLOGY. (3)

Psychology of individual and group behavior in the organization complex. Application to administration, management, worker morale, and efficiency under current and future technology. Prerequisite: PY 11 or consent of instructor. I.

119. LEADERSHIP AND MOTIVATION. (3)

This course will explore theories of leadership, motivation and supervision. Students will apply principles to analyze the dynamics of great leaders and to develop their own leadership skills. Prerequisite: PY 110 or consent of instructor. II.

120. ORGANIZATIONAL CHANGE AND DEVELOPMENT. (3)

In this course, students will learn to diagnose the characteristics and problems of organizations and will create plans for change in an existing organization based upon behavioral science methods. Special emphasis will be placed upon human relations training. I.

165. HUMAN DIMENSIONS OF CURRENT ECONOMIC ISSUES. (1-3)

The course will be taught in one-hour segments so that current economic issues can be evaluated in an interdisciplinary fashion integrating psychological, sociological, and economic principles. The theme of the course changes each semester, in accordance with modern dilemmas, ranging from the topic of the energy crisis to presidential elections to overpopulation. Prerequisite: Senior standing or consent of adviser. See EC 165. I and II.

188. COMMUNICATIONS PROCESS. (3)

See PY 188.

199. PRACTICUM. (3)

Student will be placed in a business within a supervisory/organizational role. Students will discuss their experiences and motivational techniques with staffing of Avila students and faculty. Prerequisite: Consent of adviser. II.

PERFORMING ARTS (PF)

VISITING ARTISTS

Richard Angeletti — Pianist
Robert Downs — Baritone
Dances We Dance
Bert and Sophie Wibaux — Mime
The Paul Taylor Dance Company
Charles Leader — Actor
Claude Kipnis Mime Theatre
Leonard Nimoy — Actor/Poet
The Oregon Mime Theatre
Steve Harris — Mime Artist
The Atlanta Ballet Company
Alpha Omega Players
Gus Giodano Jazz Dance
Dain Chandler — Actor
The Hartford Ballet
Hutchinson Repertory Theatre
The Kansas City Ballet
Jerry Paris — TV Producer
The Westport Ballet Company
Arthur Cantor — Theatre Producer
C. Alexander Peloquin — Composer
Sylvia Reynolds — Pianist

BFA Candidacy (Performing Arts)

An applicant seeking BFA candidacy in the Performing Arts must complete at Avila College a minimum of 6 performance ST credits, 6 MU credits, and 2 DA credits with an overall average of "B" in each area before submitting a request for candidacy in writing to the Performing Arts Review Board. If accepted as a BFA candidate in the Performing Arts, there is an Avila residency requirement of three academic years.

BACHELOR OF FINE ARTS IN PERFORMING ARTS DEGREE (B.F.A.)

Major: Performing Arts (dance, music, theatre). A professionally oriented interdisciplinary program.

Requirements: Basic B.A. Core Requirements 48 hours.

Performing Arts Requirements:

Dance

DA 16	Creative Movement (2)
DA 113, 114 or 175	Ballet (4)
DA 120	History of Dance (2)
DA 141	Modern Dance (1)
DA 181	Modern Jazz (1)
DA 185	Modern Jazz Ensemble (2)
Total	

12 hours

Music

MU 12	Mixed Chorus (8) (eight semesters)
MU 16-17	Music Theory (6)
MU 61-62	Piano (2)
MU 85	Function/Care of Human Voice (1)
MU 81-84 &	Voice (4)
MU 181-184	Voice (4)
(eight semesters)	

MU 120	Music Appreciation (2)	
MU 123	History of Jazz-20th Century (2)	
MU 130	History of Musical Theatre (3)	
Total		32 hours

Theatre

ST 19	Auditioning Techniques (1)	
ST 20	Fencing (1)	
ST 35	Introduction to Acting (2)	
ST 50	Makeup (1)	
ST 60	Orientation to Theatre (3)	
ST 111	Script Analysis (3)	
ST 115	Oral Interpretation of Literature (3)	
ST 116	Readers/Chamber Theatre (3)	
ST 117	Voice and Diction (2)	
ST 135	Introduction to Scene Work (2)	
ST 159	Rehearsal/Performance (2)	
ST 170 or 185	Acting (3)	
ST 171 or 186	Acting (3)	
Total		29 hours

A minimum of 2 hours (maximum of 6 hours) required in Music and/or Theatre ensemble work in departmental productions —
ST 159/MU 159 2 hours

Electives 5 hours*
Grand Total 128 hours

*Actual elective hours will be twelve since five hours of humanities core are included in the performing arts core.

PHILOSOPHY (PL)

No major is offered.

Minor: Eighteen hours of philosophy are to be chosen with the approval of the minor adviser.

11. INTRODUCTION TO PHILOSOPHY. (3)

The course is an invitation to think, to wonder, to question, to speculate, to reason, even to fantasize in the eternal search for wisdom. After discussing what philosophy is, man is studied from these aspects: as knower, as relating to other men, and to the cosmos, and as the asker of ultimate questions.

12. BEING AND BECOMING. (3)

Wonder of being. Mystery of change, substantial and accidental. Transcendentals: One, True, Good, and Beautiful. Puzzle of evil. Why?

13. LOGIC. (3)

This course is designed to help students think clearly and to detect fallacious arguing.

15. PHILOSOPHY OF SCIENCE. (3)

By examining the logic of scientific explanations, laws, and theories, an understanding of the nature and credibility of scientific knowledge is obtained.

121. FUTURE OF MAN: NEXT ONE HUNDRED YEARS. (3)

Through the study of various philosophers, scientific data and fiction, this course aims first at showing the student what kind of future others think man faces. Secondly, it challenges the student to form his own image of man's future.

122. PHILOSOPHY OF RELIGION. (3)

This course is designed to examine critically the following: 1) the grounds for belief and disbelief in God, faith and revelation, and 2) the problem of religious language, verification and conflicting truth claims.

129. PHILOSOPHY OF WOMEN. (1)

This course has three objectives: 1) to examine and critique the grounds for certain positions with regard to women; 2) to learn the implications for women with regard to certain philosophical systems; 3) to formulate one's own philosophy of women.

141. GREEK THOUGHT. (3)

The student is introduced in this course to the wisdom of the ages by studying the Pre-Socratics, Plato and Aristotle. These age-old questions are considered: What is the world made of? How do things change? What is the meaning of life? Is there a God? Is there life after death?

156. PERSONAL DECISIONS. (3)

The world is changing at a disturbing pace. Rapid change brings instability, and instability, anxiety. Thus, in the ethical order man is anxious about his values and the decisions he must make based on these values. This course will examine modern man, the decisions he has to make and the values which underlie these decisions. Selected ethical questions will be considered: genetic control, abortion, poverty, drugs, euthanasia, war, etc.

158. LOVE, SEX AND MARRIAGE. (3)

The meaning of love; how to integrate sex into one's personal existence; how to make marriage "work." See RS 158.

160. EUTHANASIA. (1)

This course will undertake an in-depth study of euthanasia: history of the question; ethical principles involved; concrete cases; proposed solutions; stance of the civil law; future developments.

181. EXISTENTIALISM. (3)

In this course the philosophical theories of Kierkegaard, Sartre, Marcel, Buber, Camus and Heidegger are studied. The key concepts examined are: 1) being, 2) freedom and authenticity, and 3) transcendence. This course provides a basic understanding of much of contemporary thought.

191. BUSINESS ETHICS. (3)

See BU/RS 191.

199. SEMINAR. (3)

Topics vary.

PHYSICAL EDUCATION (PE)

No major is offered.

Courses offered in physical skills will be listed on the Class Schedule published each semester.

16-19. CREATIVE MOVEMENT I, II, III, IV. (1,1,1,1)

See DA 16-19.

20. FENCING, FOIL I. (1)

Course may be repeated for credit. See ST 20.

21. FENCING, FOIL II. (1)

Competition tactics. Course may be repeated for credit. See ST 21.

22. FENCING, FOIL III. (1)

Competition/performance. Course may be repeated for credit. Prerequisite: PE 20, 21 or consent of instructor. See ST 22.

111, 112. BASIC SKILLS IN RECREATIONAL SPORTS I, II. (2,2)

Lecture and laboratory course in various team and individual sports. Includes sections on techniques of planning, organizing, administering and supervising various types of athletic programs, as well as learning the rules, skills and teaching techniques of leisure time sports. Students in the course will assist in operating college intramurals.

113, 114. BALLET TECHNIQUE AND THEORY I, II. (2,2)

See DA 113, 114.

116. INTRODUCTION TO PHYSICAL EDUCATION. (2)

Orientation to physical education as a profession, including a study of related areas such as coaching, health, safety, recreation, outdoor education and leisure time activities.

121. THEORY OF COACHING. (2)

Techniques, fundamentals, training, philosophy and coaching methods in football, basketball, baseball, track and field, golf, and tennis. Organization of teams, scheduling, teamwork, strategy and study of rules will be stressed.

141, 142, 143, 144. MODERN DANCE TECHNIQUE AND THEORY I, II, III, IV. (1,1,1,1)

See DA 141, 142, 143, 144.

146. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. (2)

See ED 146.

147. PHYSICAL EDUCATION METHODS FOR THE SECONDARY SCHOOL. (2)

The content and specific methods of teaching secondary school physical education. The correlation of principles and methods in the school program, class management, class organization and techniques of instruction of physical education.

181, 182, 183. MODERN JAZZ TECHNIQUE AND THEORY I, II, III. (1,1,1)

See DA 181, 182, 183.

184-187. MODERN JAZZ ENSEMBLE I, II, III, IV. (2,2,2,2)

See DA 184-187.

PHYSICS (PH)

No major or minor is offered.

11, 12. GENERAL PHYSICS. (4,4)

Fundamentals of mechanics, heat, sound, light, electricity and magnetism. Prerequisites: MA 16, 17, or consent of instructor. I, II.

13. PRINCIPLES OF PHYSICS. (5)

A one-semester physics course which covers the basic concepts of optics and electricity and magnetism. II.

14, 15. CALCULUS BASIS OF PHYSICS. (1,1)

A course designed to show how calculus is used to describe the principles covered in PH 11, 12. Prerequisites: MA 31; PH 11, 12 or concurrently. I, II.

16. INTRODUCTION TO SCIENCE. (4)

Essential elements of physics and chemistry for students not majoring in science. II. Recommended for the college core requirements.

115. RADIOLOGY PHYSICS. (3)

Fundamentals of X-ray production, the properties of X-rays, X-ray tubes, X-ray circuits, and equipment.

POLITICAL SCIENCE (PS)

Major: Recommended hours in Social and Behavioral Sciences: 50 hours (including AJ, PA, BU and SW); Political Science: 33 hours (at least 18 of these hours must be upper-division PS courses) and electives to meet the 128 hour requirement for the Bachelor of Arts degree.

Area of Concentration:

Federal, State and Local Government: Pre-law and students who want to join governmental agencies at different levels both by recruitment and through the elective processes are encouraged to choose this concentration. PS 12, 120, 125, 131, 178.

International Relations: Designed to meet the needs of those students who seek careers in the State Department, other foreign service agencies (e.g., USAID, UN, . . .), and overseas private and public organizations. PS 12, 15, 122, 123, 143, 178, 198.

Political Science majors can petition the Department through their academic adviser for the creation of a new concentration that better suits their academic and career needs. Provided the college distributional requirements are met, the student and his/her adviser can design a personalized program of study. For example, if the student feels that a concentration in legislative or judicial behavior better serves his/her career interests, the student and his/her adviser can design such a program and submit it to the Department for approval. The student will be informed of the decision within four weeks.

Minor: PS 11, 12 or 15 and 12 semester hours of upper-division Political Science.

Double Major: PS 11, 12 or 15 and 18 hours of upper-division Political Science plus requirements of the second major.

11. PRINCIPLES OF DECISION-MAKING. (3)

Theories and models of decision-making. The structure and functions of social, economic and political systems. Content includes concepts of personality, motivation, group dynamics, leadership, influence, power and authority. Organization development and public policy. I and II.

12. AMERICAN NATIONAL GOVERNMENT. (3)

The structure, functions, and problems of American national government. I and II.

15. CONTEMPORARY WORLD POLITICS. (3)

Study of specific problems in current international relations with attention to historical background and the concepts underlying international politics such as sovereignty and nationalism, power and security, and the balance of power. I.

20. POLITICS AND ADMINISTRATION. (3)

See PA 20. II.

21. INTRODUCTION TO PUBLIC ADMINISTRATION. (3)

See PA 21. I and II.

50. POLITICS AND POWER: GOVERNMENT ROLE. (3)

Study of the role of government in regulating economic behavior, business activities, income redistribution (through social welfare) and social behavior (through educational policies, etc.) and the processes by which non-governmental organizations influence public policies. II.

116. POLITICAL SOCIOLOGY. (3)

See SO 116.

120. AMERICAN URBAN GOVERNMENT. (3)

Historical development of local government; general patterns of central-local relations; local politics and decision-making; administrative organization and process. I.

122. PUBLIC POLICY. (3)

The process of public policy-formulation, governmental planning and programming, and administrative decision-making. II.

123. ADMINISTRATIVE BEHAVIOR. (3)

See PA 123. II.

124. FEDERALISM AND INTERGOVERNMENTAL RELATIONS. (3)

The relationship of constitutional doctrine and political thought to the organization and practice of intergovernmental relations. Alternate years. II.

125. STATE AND COMMUNITY POLITICS. (3)

The relationship of the governmental, economic, social and physical organization of state and local government systems to decision-making, and administration. II.

126. MUNICIPAL ADMINISTRATION. (3)

The social, political, economic, and legal background in which municipal administration is set. The facilities and processes organization, budgeting, accounting, personnel, and management methods of the municipal administrator. Alternate years. I.

129. WOMEN IN POLITICS. (1)

See WS/PS 129.

130. CONSTITUTIONAL LAW. (3)

Origins of the Federal Constitution; leading cases in its development by the Supreme Court and current interpretation; readings and lectures emphasizing the social context of the opinions and their significance in relation to the evolution of American political forces. Alternate years. I.

131. POLITICAL PARTIES AND PRESSURE GROUPS. (3)

Nature and functions of political parties; origin, development, structure, economic and social composition, internal management and control; relation of parties and pressure groups to legislation and administration. Alternate years. I.

141. COMPARATIVE POLITICAL SYSTEMS: BRITAIN, FRANCE, AND WEST GERMANY. (3)

A comparative analysis of the political systems of Britain, France and West Germany. Primary emphasis will be on political culture, governmental structure and functions, and the policy process in the three countries. No prerequisite. Alternate years. I.

142. COMPARATIVE POLITICAL SYSTEMS: EASTERN EUROPE. (3)

Study of the political organization of the Communist Countries of Eastern Europe with special reference to party and government structure and functions. No prerequisite. Alternate years. II.

143. INTERNATIONAL ORGANIZATION. (3)

Study of the nature, development and functions of international organizations, with particular reference to the organization and operation of the United Nations. Alternate years. II.

161. MODERN RUSSIA. (3)

See HI 161.

162. MODERN CHINA AND JAPAN. (3)

See HI 162.

178. INTRODUCTION TO RESEARCH. (3)

See SO 178.

179. APPLIED RESEARCH. (3)

See SO 179.

198. UNITED NATIONS SEMINAR. (1)

See HI 198.

199. DIRECTED READING AND RESEARCH. (1-6)

Prerequisite: 6 hours in PS.

LEGAL STUDIES (LS)

This program is designed to meet primarily the educational needs of students who intend to enter law school. At the same time, it is structured in such a way to allow the students to develop the necessary skills to properly function as legal aides in law firms, courts and enforcement organizations. It also permits the non-lawyer legal professionals to achieve upward mobility through continuing education. The emphasis put on practical training and reading and writing skills will hopefully insure a high caliber of professional performance.

You will notice, after looking at the course descriptions, areas of concentration and eligibility requirements that we have carefully followed ABA guidelines concerning pre-law and legal aide educational and training needs. It is strongly recommended that students choose an area of concentration as a fallback mechanism in case they decide to enter the job market after graduation.

Legal Studies: Pre-law students who wish to go directly to law school are encouraged to choose this option. LS 101, 102, 103, 130, 131, 132, and six hours of English writing and composition.

Legal Investigator: Designed to meet the needs of students who want to work in prosecutorial units or those who wish to work as trial assistants for lawyers. LS 101, 102, 103, 130, 132, 134, and six hours of English writing and composition.

Legal Coordinator: Students who wish to qualify as the coordinator of a legal unit are recommended to select this option. LS 101, 102, 103, 130, 132, 180, 195, 196 and six hours of English writing and composition.

Legal Clerk: LS 101, 102, 103, 130, 131, 132, 145, 180, 195, and six hours of English writing and composition.

Regulated Agencies and Regulated Industry: Students who desire to work in the legal units of multi-national corporations or governmental regulatory agencies should consider this option. LS 101, 102, 103, 130, 131, 132, 180, 182, and six hours of English writing and composition.

NOTE: For a complete description of these concentrations, other requirements, job opportunities, and salary range, please consult the departmental brochure.

*The Legal Assistant Program in Business is found on page 29.

101. LEGAL SYSTEMS. (3)

Introduction to the structure and processes of legal systems, analysis of legal decision-making within civil, criminal and administrative judicial units. Legal history, law and society and jurisprudence. Legal concepts and terminology. Legal ethics and law office operation. The role of paralegals, their function and the nature of their work in a legal unit. Prerequisite: Three hours of Political Science. I.

102. INTRODUCTION TO LEGAL RESEARCH AND WRITING. (3)

Introduction to law library, evaluation of legal index systems, digesting depositions, writing legal briefs, filing procedures in municipal, county, state and federal courts, legal terminology. Courts and court procedures. Prerequisite: LS 101. I.

103. FAMILY LAW. (3)

Major legal concepts in family law; exploration of separation, divorce, child custody, alimony, child adoption, draft pleading, filing procedures and relevant state and federal statutes; record keeping and file maintenance. I.

130. CONSTITUTIONAL LAW. (3)

See PS 130.

131. ADMINISTRATIVE LAW. (3)

See PA 131.

132. INTRODUCTION TO LITIGATION. (3)

The processes of civil and criminal litigation, rules of bringing a lawsuit before municipal, county, state and federal courts, jurisdictional distinction among different levels of the judicial system, factual investigation, taking depositions and recording testimony, commencement of the lawsuit and preparation of motions, pleading. I.

134. PRACTICUM IN LITIGATION. (3-6)

The purpose of this practicum is to help the students acquire and develop the following skills as an effective legal assistant: dealing with clients and witnesses, investigations, drafting and answering interrogatories, examining records, preparing documents and subject matter indices, pretrial preparation, discovery, rules of evidence and trials (must attend at least two trials). The student will be supervised by a practicing lawyer specializing in litigation for 125-250 contact hours. Prerequisite: LS 132.

145. CRIMINAL LAW. (3)

Distinction between criminal and civil law, the role of different participants in the criminal justice system, classification of crimes by state and federal standards, stages of criminal prosecution, constitutional right and limitations. Alternate years. II.

146. EVIDENCE AND CRIMINAL PROCEDURE. (3)

Techniques of criminal investigation, investigation and evidence accumulation, pre-trial motions and plea-bargaining, trial procedures and the process of sentencing, post-trial motions and appeals, file maintenance and docket control. Alternate years. I.

180. CORPORATE LAW. (3)

The structure and process of corporation establishment, relationship between shareholder and the board of directors, corporate equity and debt securities, legal restriction at state and federal level, liquidation and distribution, contract law and employment contracts. Public sale of securities, regulation and documentation, securities and exchange statutes, stock options and restrictions, pension plans and employee benefits, acquisitions and mergers. Prerequisites: LS 101, 102. II.

182. PRACTICUM IN CORPORATE LAW. (3-6)

The purpose of this practicum is to help the students develop and learn the following skills as they relate to corporate law and employee benefits: dealing with clients and witnesses, investigation, drafting and answering interrogatories, examining records, preparing documents and subject matter indices, pretrial investigation, discovery, rules of evidence, trials (must include attending at least two trials). The practicum must be supervised by a qualified practicing lawyer for 125-250 contact hours. Prerequisite: LS 180.

190. SPECIAL TOPICS. (1-2)

Under this topic salient issues of the time will be discussed by visiting scholars and practitioners, such as: Affirmative Action and EEO, Current Issues in Litigation, Current Issues in Family Law, Current Issues in Corporate Law, Current Issues in Law of Torts, Social Security Rules, Law Office Management, Probate, Libel, Conflicts, Labor Law, etc.

195. OPERATION AND ADMINISTRATION OF LEGAL UNITS. (3)

The structure and operation of law offices, budgeting and billing systems and procedures, legal technology and information storage and retrieval systems, supervisory techniques and intraunit relations and coordination. Prerequisite: LS 101. I.

196. PRACTICUM IN LAW OFFICE ADMINISTRATION. (3-6)

The purpose of this practicum is to familiarize the student with the actual operations of a legal unit under the supervision of a qualified legal administrator. Prerequisite: LS 195.

PRE-MEDICAL PROGRAM

Major: BI 12, 13; CH 11 or 21, 22; PH 11, 12; MA 16, 17 and 31; EN 15; thirty semester hours in upper-division biology or chemistry, including BI 144, 147, 152; CH 121 and CH 116, 117 (pre-medical students) or CH 113 (predental students). A student in the premedical major must maintain a minimum grade point of 3.0. This major is designed to help prepare a student for admission into a school of medicine or dentistry. The special entrance requirements of the professional schools to which the student may later apply are considered when electives are chosen.

Before graduating in the premedical major, a student must pass comprehensive examinations in biology and chemistry or the science sections of the MCAT or DAT examinations.

No minor is offered.

PSYCHOLOGY (PY)

Major: PY 11, 55, 56, 141, 146, 147, 150, 162 and 186 plus 12 elective upper-division hours.

Honors Major: PY 11, 55, 56, 141, 146, 147, 148, 162, 186, 196, and 197 plus 12 elective upper-division hours.

Required Related Courses: One course in biology and one upper-division philosophy course.

Upon completion of PY 11, 55, 56, 146, 147, 162 or their equivalents, a student is eligible for application to the honors program. Acceptance into the honors program requires a 3.5 grade point average in completed psychology courses, an overall grade point average of 3.0 and recommendations by three psychology faculty members. In the honors program, a student may elect highly specialized, experiential courses and will pursue independent research under supervision of his major adviser. Graduation with honors in psychology entitles the student to lifetime membership in Psi Chi, honorary society, and provides the student with high credentials when applying for acceptance into graduate psychology programs.

Graduation Requirements: As partial fulfillment of the academic requirements for a degree in psychology, each student must complete PY 150.

Psychology Minor: PY 11, 55 plus 12 elective upper-division hours, selected with consent of the minor adviser.

Psychodrama Minor: PY 11, 12, 55, 56, 112, 162; ST 35, 111, 131, 181. The minor is open to all students. Psychology and theatre majors will complete automatically, as part of their major, 12 hours of this minor.

For interdisciplinary major drawing upon applied psychology, see Art Therapy.

11. GENERAL PSYCHOLOGY. (3)

A basic introduction to the science of psychology through the theoretical and experimental investigation of man's struggle for adaptation to his changing physical and social environment. I and II.

12. INTRODUCTION TO PSYCHODRAMA. (3)

Students will learn the theoretical basis of psychodrama and review research about the effectiveness of this approach for facilitating personal development. Students will participate in psychodramas illustrating principles studied. No prerequisite. I. See ST 12.

55. THEORIES OF PERSONALITY I. (3)

The development, organization, dynamics, and determinants of personality as proposed by the classical psychologists (Freud, Jung, Rogers, Skinner, etc.). Prerequisite: PY 11 or consent of instructor. I.

56. THEORIES OF PERSONALITY II. (3)

Consideration of recent propositions in personality and developmental theory, emphasizing personality organization, determinants and dynamics (S-R theory, existential psychologists, Lewin and Neo-Freudians). Prerequisites: PY 11 and 55 or consent of instructor. II.

110. ORGANIZATIONAL PSYCHOLOGY. (3)

See OP 110. I and II.

112. ADVANCED TECHNIQUES IN PSYCHODRAMA. (3)

An advanced study of psychodrama techniques. Prerequisites: PY 11, 12. See ST 112. II.

113. RESEARCH AND TECHNIQUES OF ART THERAPY. (3)

See AT 113. I.

117. CAREER DEVELOPMENT. (3)

Designed to enhance skills which are necessary for implementing career choices and changes. Involves exploration of personal qualities, resumé writing, job interviewing and employment outlook. No prerequisite. I and II.

119. LEADERSHIP AND MOTIVATION. (3)

See OP 119. II.

120. ORGANIZATIONAL CHANGE AND DEVELOPMENT. (3)

See OP 120. I.

121. HUMAN GROWTH AND DEVELOPMENT. (3)

See ED 121. I and II.

122. CHILD PSYCHOLOGY. (3)

A study of the biological and psychological development of the child from birth through puberty, and of relevant research methods and results. Prerequisite: PY 11 or consent of instructor. I.

125. INTRODUCTION TO ART THERAPY. (3)

See AT 125. I.

126. ART THERAPY PRACTICUM. (1)

See AT 126. II.

127. ART THERAPY SEMINAR. (2)

See AT 127. II.

129. PSYCHOLOGICAL ASPECTS OF BEING FEMALE. (3)

See WS/PY 129. I.

141. EXPERIMENTAL PSYCHOLOGY. (4)

A study of the biological bases of learning, perception and motivation. Prerequisites: PY 11, 55 and BI 72. I.

146. QUANTITATIVE METHODS IN PSYCHOLOGY I. (3)

An overview of research and the research process with an emphasis on summary and analysis of research data via descriptive statistical techniques. These techniques will include frequency distributions and their graphical representations, measures of central tendency, measures of variability, correlation and regression, and selected issues of psychological measurement. Critical evaluation of psychological research literature relative to these topics will be made. Prerequisite: MA 11 or 16 or 17, or the equivalent. I.

147. QUANTITATIVE METHODS IN PSYCHOLOGY II. (3)

A continuation of PY 146. Emphasis will include the research process through and including the design of research by the student, fundamental topics in inferential statistics and their research applications, and the critical evaluation of the psychological research literature with regard to these topics. Prerequisites: MA 11 or 16, or 17, and PY 146. II.

148. RESEARCH DESIGN IN PSYCHOLOGY. (3)

Designed to teach advanced research skills. Special emphasis will be placed on control techniques, such as selection of subjects, baseline measures, follow-up procedures. Prerequisites: PY 11, 55, 141, 146, 147. II.

150. SEMINAR IN PSYCHOLOGY. (3)

An arranged course; an investigation of a special research problem or directed reading in an area not covered in regular courses. Prerequisites: 24 hours in psychology and consent of instructor. I and II.

161. SOCIAL PSYCHOLOGY. (3)

See SO 161.

162. ABNORMAL PSYCHOLOGY. (3)

A general overview of the etiology, characteristics and determinants of functional and organic deviations of normal behavior; general information about the therapeutic approaches; the study of the role of behavioral sciences in community mental health action. Prerequisite: PY 11. I and II.

163. PSYCHOLOGY OF THE EXCEPTIONAL CHILD. (3)

See ED 163. I and II.

186. CURRENT TRENDS IN PSYCHOTHERAPY. (3)

A survey of the techniques and major systems of psychotherapy. Prerequisites: PY 11, 55, 162. II.

188. COMMUNICATION PROCESSES. (3)

This course is designed to assist students in developing skills as effective facilitators in human relations by examining, through a personalized learning experience, psychological theories of interpersonal communication and personal growth. Prerequisites: PY 11 and 55. I.

189. APPLIED GROUP DYNAMICS. (3)

An examination of research and theory in the area of small group interaction; with an emphasis on practicing skills of group membership. Prerequisites: PY 11 and 55 or consent of instructor. II.

190. SPECIAL TOPICS IN PSYCHOLOGY. (1-3)

Psychological principles applied to current dilemmas in American society. Specific topics change each semester. Prerequisites: PY 11, 55 or consent of instructor. I and II.

A. Nonverbal Communication

Man's humanness is tied to his ability to symbolize; man symbols thoughts and feelings with words and gestures. This course will emphasize the theoretical and practical aspects of interpreting nonverbal communication.

B. Transactional Analysis

This course will combine didactic teaching with experiential examination of transactional analysis as a psychological tool and as a method of communication.

C. Extrasensory Psychology

The range of extrasensory experiences such as psychokinesis, telepathy and astral projection will be studied. The student will explore the psychodynamics of these experiences and the research evaluating the validity of the experiences.

195. SPECIAL METHODS OF TEACHING SECONDARY SCHOOL PSYCHOLOGY. (2)

See ED 195.

196. HONORS RESEARCH I. (3)

Development of a proposal for independent research leading to honors graduation in psychology. Prerequisite: Honors standing. I.

197. HONORS RESEARCH II. (3)

Data collection, analysis, and interpretation of independent research formulated in PY 196. Prerequisite: PY 196. II.

199. DIRECTED EXPERIENTIAL LEARNING. (1-3)

Practicum in facilitating interpersonal relations. Student field placement approved by adviser. Prerequisites: 24 hours in Psychology or consent of instructor. II.

MASTER OF SCIENCE IN PSYCHOLOGY: MENTAL HEALTH SERVICES

Write or inquire:

Chairperson, Department of Education and Psychology
Graduate Programs

Required Courses: 401, 402, 415, 421, 431, 475, 476, 491, 493, and 9 hours electives.

401. QUANTITATIVE METHODS. (3)

Designed to be an introductory course in statistical analysis. Emphasis will be on practical methods as well as on theory. Specific topics may include central tendency, variability, correlation, regression, hypothesis testing and analysis of variance. I.

402. RESEARCH DESIGN AND REVIEW OF RELATED LITERATURE. (3)

The course will study appropriate research design models in education and psychology. Research designs emphasizing both traditional and behavioral models will be presented. II.

415. THEORIES AND TECHNIQUES OF COMMUNICATION. (3)

This course will present important techniques of effective communication. Principles of effective communication will be applied to interpersonal situations of concern to students in psychology and education, such as interviewing parents, conducting a therapeutic interview or reporting educational assessment data to parents and other professionals. Experiential processes will accompany presentation of didactic material. I.

417. BEHAVIOR MANAGEMENT THEORIES AND TECHNIQUES.

See ED 417. I.

421. PERSONALITY DEVELOPMENT. (3)

This course will compare and contrast the major themes of childhood and adolescent personality development. Constructs from the psychoanalytic, cognitive, behavioral and humanistic movements will be employed to analyze children's adjustment from birth to early childhood to adolescence. I.

431. FAMILY THERAPY. (3)

The structure of families will be analyzed. The various theories of effective family functioning, such as systems theory and conjoint family therapy, will be presented. Students will apply principles of family relations to actual cases. II.

475. INDIVIDUAL INTELLIGENCE ASSESSMENT. (3)

This course will qualify the student to administer a series of individual intelligence tests such as the Wechsler Adult Intelligence Scale, Wechsler Intelligence Scale for Children (revised), Bayley Scales of Infant Development, Columbia Mental Maturity Scale, Stanford-Binet, and Wechsler Preschool and Primary Scale of Intelligence. The student will learn to interpret the tests as indicators of scholastic ability and as screening devices for organic pathology, learning disabilities and emotional disturbance. The student will become cognizant of the limitations of intelligence tests in relation to their reliability, norming and interpretation. Consent of instructor required. I.

476. TREATMENT OF CHILDREN AND ADOLESCENTS. (3)

This course will include an overall treatment program for children and adolescents. The major syndromes of maladjustment and learning difficulties will be discriminated: treatment modalities such as behavior modification and psychotherapy with individuals and groups will be evaluated for effectiveness in treatment of specific syndromes. II.

478. PROJECTIVE TECHNIQUES. (3)

This course will qualify the student to administer a series of projective instruments such as: Draw-a-Person; Bender-Gestalt; Rorschach; Children's Apperception Test (CAT); Thematic Apperception Test (TAT); Minnesota Multiphasic Personality Inventory (MMPI). The student will learn to interpret the tests as indicators of personality disturbance and as screening devices for organic pathology and learning disabilities. The student will become cognizant of the limitations of projective tests in relation to their reliability, norming and interpretation. Prerequisites: PY 475 and consent of instructor. II.

488. SEMINAR IN ABNORMAL BEHAVIOR. (3)

This course is designed to provide maximum interchange between instructor and student. The course content will deal with current issues in abnormal psychology. Topics to be discussed include current research, techniques and treatment alternatives which are related to the field of psychopathology.

490. INDEPENDENT STUDY COURSE. (1-3)

See ED 490. I, II, S.

A. Field Work

B. Research and Clinical Application

C. Directed Readings

491. BEGINNING PRACTICUM. (2)

This course will provide an initial experience in a school or agency related to the career goal of the student enrolled. It will require at least 75 hours of on-the-job work and learning experience and will involve the student's perception of himself in that particular work setting and the relation of this perception to a future professional placement. This course may be successfully completed early in the program or as a part of a more intense practicum experience at the end of the program. With the adviser's approval, students will be placed in a school or agency. I, II, S.

493. ADVANCED PRACTICUM. (4)

This practicum will provide the culminating experience in the field and/or location for which the student is preparing. The student will spend 200 hours' time working in a responsible, yet supervised capacity, in a professional placement. Evaluations by the student, by college personnel, and by agency professionals will be used as recommendation for future positions. I, II, S.

PUBLIC ADMINISTRATION (PA)

The B.A. program in Public Administration at Avila combines an established tradition of academic excellence with an innovative, student-centered curriculum designed to provide careful and intense preparation for careers in public service both in government agencies and private institutions. The program is so set up that it not only accommodates high school and two-year college graduates, but also those who are already employed and intend to further their education. The primary goal of the program is to train educated professionals. Special attention is given to the needs of those who are already employed and have not been able to pursue their educational interests.

Transfer Students from four-year colleges and universities and applicants from two-year institutions are most welcome to the Public Administration Program. Provided the Admission requirements are met, transfer credits will apply toward the degree. The Associate Degree will be accepted as fulfilling the core requirement for a B.A. degree at Avila. It is possible to earn up to thirty semester hours of credit through police academies, CLEP testing seminars, special certificates, etc. No credits received in this manner may be applied to fulfill the requirement that the student complete at least thirty semester hours of academic work at Avila College.

Students entering the program with an associate degree are encouraged to consider the following departmental suggestions:

Humanities (including 3 hrs. of English writing and 3 hrs. of speech communication) 9 hrs.; social and behavioral sciences (including 3-6 hrs. BU, 3-6 hrs. in EC, 9-12 hrs. in PS; and 3-6 hrs. in SO) 36 hrs.; natural sciences (including 3 hrs. in statistics) 6 hours.

Minor: Minimum 18 hrs. (12 hrs. in upper-division PA courses.) PA 11 (21), 123, 164 and 170.

Double Major: A minimum of 24 hrs. (with at least 12 hrs. in upper-division PA courses) is required. Double majors must pass the following courses with a grade of "C" or better: PA 11 (21) 123, 131, 164, 188 and PS 178 plus requirements of the second major.

Areas of Concentration:

Administration of Justice: at least 24 hours of Public Administration (including PA 11, 21, 122, 123, 164, 170 or 155, and 188 or 185) and 12-18 hours of Administration of Justice.

Health Services Administration: This is a multidisciplinary program designed to prepare students to take charge of administrative duties in different aspects of the health care system. PA 11, 21, 31, 122, 123, 164 or 155, 170, 180, and 188 or 185; 6 hours of electives in Public Administration. Students majoring in Allied Health and Nursing are strongly urged to consider a minor in this area.

Local and Urban Management: PA 11, 21, 122, 123, 126, 131, 152, 164 or 155, 170, and 188 or 185; 6 hours of electives in Public Administration.

Personnel Administration: Students in this program are trained for service as technicians in the personnel departments of corporations and governmental agencies. The course requirements for this program are in strict compliance with the guidelines set forth by the American Association of Personnel Managers. Upon successful completion of the program, the students are expected to be able to:

- perform human resource planning, analyze jobs and write job descriptions
- identify, observe and appraise human performance in organization by utilizing specific procedures (e.g. MBO, BARS, etc.)
- perform human resource selection and staffing through the systematic use of biographical data, interviewing, work sampling, simulation, . . . etc.
- devise and implement training and development programs, assess unit needs and evaluate training program effects
- help maintain and improve performance, commitment and productivity through identifying the sources of job dissatisfaction and by implementing job enrichment; be knowledgeable of wage, salary and pension-plans administration
- help the organization deal with unions and governmental agencies and comply with labor-related legislation.

PA 11, 21, 122, 123, 164 or 155, 170, 175, 180, and 188 or 185.

Public Management: PA 11, 21, 122, 123, 131, 164 or 155, 180, and 188 or 185; 12 hours of electives in Public Administration.

NOTE: All Public Administration students are strongly encouraged to take relevant courses in Business Administration (e.g. accounting) and in Social and Behavioral Sciences. For information on requirements, job opportunities and salary ranges, please consult the departmental brochure.

The student and his/her academic adviser can also design a program of concentration in Resource Administration, Environmental Management, Tax Administration, Program Administration (e.g., Social Work Program Administration, Housing Program Administration, Fire Sciences, Recreation Administration, Education Administration) etc.

11. PRINCIPLES OF DECISION-MAKING. (3)

See PS 11.

14. BUREAUCRACY & THE STATE. (3)

An examination of the role and function of bureaucracy in the overall operation of the government and the relationship between bureaucracy and representative democracy. An introductory freshman-sophomore level course. No prerequisite. Alternate years. I.

20. POLITICS & ADMINISTRATION. (3)

An introductory analysis of administrative politics. Description of salient concepts in the analysis with reference to democratic theory. No prerequisite. II.

21. INTRODUCTION TO PUBLIC ADMINISTRATION. (3)

Introduction to the historical and contemporary status of administrative institutions, principles and practices of public administration and the processes of public management. No prerequisite. I, II.

31. HEALTH SERVICES ADMINISTRATION. (3)

Health services organizations are designed and operated differently than other formal organizations. This course will cover the structures and processes unique to such organizations. The relationship between staff (administration) and line (doctors, nurses, medical technologists), authority patterns, crises evaluation and decision-making and values specific to health service organizations will be discussed. No prerequisite. I.

122. PUBLIC POLICY. (3)

See PS 122.

123. ADMINISTRATIVE BEHAVIOR. (3)

Theories of administrative and organizational behavior including decision-making, communications, leadership and the functional analysis of organizations. Relation of an organization to its political and technological environment; organizational efficiency and effectiveness. Prerequisite: 6 hrs. social sciences. II.

126. MUNICIPAL ADMINISTRATION. (3)

See PS 126.

129. WOMEN AND MANAGEMENT. (1)

See WS/PA 129.

131. ADMINISTRATIVE LAW. (3)

The principles of administrative law; the legislative and adjudicative institutions, constitutional law and administrative practices. Prerequisite: 6 hrs. in social sciences. Alternate years. I.

140. COMPARATIVE ADMINISTRATION. (3)

The study of selective bureaucratic structures of certain industrialized and less developed nations with emphasis on structural similarity and common problems. Alternate years. II.

152. SEMINAR ON POLICY ANALYSIS & FORMULATION. (3)

The dynamics of agenda-building and policy formation; the policy influence system; theories of policy formation, incrementalism, mixed-scanning and decision-theory. Alternate years. II.

155. ORGANIZATIONAL BEHAVIOR & DEVELOPMENT. (3)

Theories and methods of organizational behavior and development in public settings; diagnosis of organizational problems, data collection, consultant intervention and program assessment. Prerequisite: 3 hrs. social sciences. II.

160. SEMINAR ON MULTINATIONAL CORPORATIONS. (3)

An examination of the processes of organizational change in interdependent multilevel multifunction organizations; formulation of administrative models to analyze urban change, inter-organizational conflict and multinational corporations. Prerequisite: one course in PA or EC. Alternate years. I.

164. SEMINAR ON ORGANIZATIONAL MANAGEMENT. (3)

Systems analysis and systems approach to problems; operation research techniques, economic analysis techniques; program planning and resource allocation. Prerequisite: PA 11 or 21 or 123 or 3 hrs. in social sciences. II.

170. SEMINAR ON PERSONNEL ADMINISTRATION. (3)

Personnel theory; human resource development and manage-

ment; values and process in civil service career systems; training practices and personnel theory; recruitment and bargaining techniques; behavioral technology and personnel control and coordination. Prerequisite: PA 11 or 21 or 3 hrs. in social sciences. I.

175. THE ADMINISTRATION OF FINANCIAL RESOURCES. (3)

The mechanics of wage and salary administration, pension-planning, human asset accounting, retirement planning, grant development, implementation and monitoring in government and not-for-profit organizations. Prerequisites: PA 170 and BU 51. Alternate years. I.

180. ADMINISTRATIVE PLANNING & BUDGETING. (3)

Theory, functions and concepts of resource management. The planning function, statistical management, overall control of work and staff and revenue distribution. Prerequisite: one course in social sciences. Alternate years. I.

185. ADMINISTRATIVE MEASUREMENT AND ANALYSIS. (3)

Methods of evaluation and enhancing the effectiveness and efficiency of service organization. Development of measurement standards and appraisal systems; computerized techniques of performances evaluation. Not open to freshmen. Alternate years. II.

188. FUNDAMENTALS OF ADMINISTRATIVE RESEARCH. (3)

Theories and methods of administrative research; cost-benefit analysis, software program utilization (spss); linear programming and multivariate statistical analysis; information theory. Prerequisites: PS 178 or MA 50 or EC 141. II.

190. SPECIAL TOPICS IN PUBLIC ADMINISTRATION. (1-3)

In this course, salient issues of the day are discussed. Also, visiting professors present subjects of special interest, such as: Management by Objective; Zero-Base Budgeting; Planning, Programming, & Budgeting; Strategic Management; Project Evaluation & PERT; Human Resource Planning; Grant Writing; Community Development; Public Relations; Training Packages Development; Task & Performance Evaluation, etc.

199. TRAINING & RESEARCH. (1-3)

Prerequisite: 9 hrs. in PA or PS.

201. DELIVERY OF SERVICES TO THE AGING. (2)

See GS/PA 201.

201. SOCIAL POLICY AND ADMINISTRATION FOR THE AGING. (3)

See GS/PA 201.

RADIOLOGIC TECHNOLOGY (RT)

Avila College and Saint Joseph Hospital cooperatively offer a four-year integrated program leading to a Bachelor of Science degree in Radiologic Technology. Students' transcripts are reviewed during the fall semester of the sophomore year. Those who have successfully completed the prerequisites are notified of admission to the Radiologic Technology clinical program, which begins in the spring semester of the sophomore year.

Persons who have completed or are currently enrolled in Radiologic Technology training programs are eligible for admission to the upward mobility program leading to a Bachelor of Science degree in Radiologic Technology.

Pre-Radiologic Technology requirements:

AH 11; CO 111 or 112; CH 11; EN 15, 29; MA 16, 17; SO 11.

Major requirements:

AH 14; BI 120, 124, 125; MA 50; PH 13; PY 121; PA 155 or SO 201; RT 97, 98, 102, 104, 108, 112, 115, 116, 151, 153, (*RT 96, 99, 100, 101, 103, 105, 106, 107, 109, 110, 111, 113); and 10 (11) semester hours in one of three major emphasis areas in Radiologic Technology — clinical, education or management (11).

Prior to the beginning of the clinical courses, students in Radiologic Technology must submit a physical examination and immunization report from their private physician.

When enrolled in the clinical courses, students must provide their own transportation to the clinical facility.

Avila College has applied for accreditation of this program through the Committee on Allied Health Education and Accreditation of the American Medical Association in collaboration with the Joint Review Committee on Education in Radiologic Technology.

No minor is offered.

*Upon completion of other degree requirements, registered Radiologic Technologists will be awarded 33 credit hours for successful completion of the National Registry Examination in lieu of these courses.

96. INTRODUCTION TO RADIOLOGIC SCIENCE. (1)

An overview of the radiologic technology profession, its history, and the criteria for success in the profession. Basic introduction to the effects of radiation, radiation monitoring and protection for personnel and patients, and medical ethics pertinent to health care. One hour lecture per week. Prerequisite: AH 11.

97. RADIOGRAPHIC IMAGING. (2)

Introduction to radiographic imaging systems and accessories; concepts and analysis of image production are studied. Field trips to the Clinical Education Center are included in this course. Two hours lecture per week. Prerequisites: MA 16, 17, or consent of Radiologic Technology Program Director.

98. RADIOGRAPHIC PROCEDURES I. (2)

Introduction to radiographic procedures, basic terminology, topographical landmarks, and examinations of the chest, abdomen, and extremities are studied. Correlation of theory and practical application in the laboratory. One hour lecture, two hours laboratory per week. Prerequisites: RT 96, 97; BI 120, with a minimum grade of "C." Concurrently with: AH 14; BI 124; RT 99.

99. PATIENT CARE IN RADIOLOGY. (1)

Study of patient assessment and basic nursing skills necessary to provide for patients' physical and emotional needs, including safety procedures used during radiographic examinations. One hour lecture per week. Prerequisite: RT 96 or consent of Radiologic Technology Program Director.

100. FILM EVALUATION I. (1)

Seminar course to evaluate all aspects of radiographs of basic skeletal, respiratory, and digestive systems examinations. Course will be conducted at the clinical site. Prerequisites: RT 98, 101, 103. Concurrently with: RT 102, 104, 105.

101. CLINICAL EDUCATION I. (3)

A clinical course focusing on policies, procedures and functions of the radiology clinical setting. With direct supervision, the student will develop clinical skills through observation and assistance in routine general radiographic studies. 15 weeks of 16 hours per week at the clinical site. Prerequisites: RT 96, 97 with a minimum grade of "C." Concurrently with: RT 98, 99.

102. PRINCIPLES OF RADIOGRAPHIC PROCESSING AND EXPOSURES. (4)

Part I — The study of radiographic film processing, film and screen characteristics.

Part II — The study of factors and conditions influencing radiographic quality, technique formulation and related conversions and charts.

Three hours lecture and two hours laboratory per week. Prerequisites: MA 16, 17; CH 11; PH 13; RT 97; or consent of Radiologic Technology Program Director.

103. CLINICAL EDUCATION II. (4)

A clinical course with emphasis on supervised application and evaluation of procedures in routine general radiographic studies and observation in fluoroscopic and genitourinary procedures. Students will assist in these areas as directed by the supervising technologists. 8 weeks of 40 hours per week at the clinical site. Prerequisites: RT 98, 99, 101, with a minimum grade of "C."

104. RADIOGRAPHIC PROCEDURES II. (2)

Study of anatomy and terminology pertinent to the digestive, urinary, biliary and reproductive systems; and the study of procedures, positioning and contrast media used in radiographic examinations of these systems. Introduction to mobile radiography is included. Correlation of theory and practical application in the laboratory. One hour lecture and 2 hours laboratory per week. Prerequisites: RT 98, BI 124 with a minimum grade of "C."

105. CLINICAL EDUCATION III. (4)

A clinical course with emphasis on supervised application and evaluation procedures using contrast media, basic mobile radiography, tomography, and continued supervised practice in application and evaluation of procedures in general radiographic studies. 15 weeks of 20 hours per week and 1 week of 40 hours per week at the clinical site. Prerequisite: RT 103 with a minimum grade of "C." Concurrently with: RT 100, 102, 104.

106. FILM EVALUATION II. (1)

Seminar course to evaluate all aspects of radiographs of advanced skeletal, digestive, urinary, biliary and reproduction systems examinations. Course will be conducted at the clinical site. Prerequisites: RT 100, 102, 104, 105. Concurrently with: RT 107, 108.

107. CLINICAL EDUCATION IV. (4)

A clinical course with emphasis on supervised application and evaluation of procedures involving the skeletal system, advanced mobile radiography, trauma radiography and continued practice with limited supervision in application and evaluation of procedures in general radiography, basic mobile radiography and routine procedures using contrast media. 15 weeks of 20 hours per week and 1 week of 40 hours per week at the clinical site. Prerequisites: RT 100, 102, 104, 105 with a minimum grade of "C." Concurrently with: RT 106, 108.

108. RADIOGRAPHIC PROCEDURES III. (3)

Study of anatomy and terminology pertinent to the skeletal system, including advanced and trauma positioning of this system. Advance mobile radiography is included. Correlation of theory and practical application in the laboratory. Two hours lecture and two hours laboratory per week. Prerequisites: RT 100, 102, 104, 105, with a minimum grade of "C." Concurrently with: RT 106, 107.

109. CLINICAL EDUCATION V. (4)

Students will be assigned to early evening shifts with limited supervision for continued emphasis in application and evaluation of procedures involving all aspects of diagnostic radiography. Emphasis is on emergency and ambulatory center radiography. 8.5 weeks of 40 hours per week at the clinical site. Prerequisites: RT 106, 107, 108 with a minimum grade of "C."

110. FILM EVALUATION III. (1)

Seminar course to evaluate all aspects of radiographs produced in special procedures mobile radiography and supplementary imaging procedures. Course will be conducted at the clinical site. Prerequisite: RT 109 with a minimum grade of "C." Concurrently with: RT 111, 112.

111. CLINICAL EDUCATION VI. (5)

Students will be assigned to evening and weekend rotations with limited supervision for advanced practice in application and evaluation of procedures involving all areas of diagnostic radiology. Students will be assigned to special procedure areas where, with direct supervision, they will observe and assist in special radiographic procedures and supplementary imaging modalities. 15 weeks of 24 hours per week and 2 weeks of 32 hours per week at the clinical site. Prerequisite: RT 109 with a minimum grade of "C." Concurrently with: RT 110, 112, 151.

112. RADIOGRAPHIC PROCEDURES IV. (3)

Study of anatomy and terminology pertinent to the respiratory, vascular, reproductive, and neurological systems, including the procedures, positioning and contrast media used for radiographic examination of these systems. Supplementary imaging procedures are also included. Correlation of theory and practical application in the laboratory. Two hours lecture and two hours laboratory per week. Prerequisites: RT 108, 109, with a minimum grade of "C."

113. CLINICAL EDUCATION VII. (4)

A clinical course emphasizing the development of expertise and skills in all radiographic procedures, with limited supervision; and in the application, participation and evaluation of special radiographic procedures and supplementary imaging modalities with direct supervision. 15 weeks of 20 hours per week and 1 week of 40 hours per week at the clinical site. Prerequisites: RT 111, 112, with a minimum grade of "C." Concurrently with: RT 116, 153.

115. RADIOLOGIC PHYSICS. (3)

Fundamentals of X-ray production, properties of X-rays, X-ray tubes and circuits, mechanics of interaction with matter, and the physics of related imaging modalities and equipment. Three hours lecture per week. Prerequisites: MA 16, 17; CH 11; PH 13; or consent of Radiologic Technology Program Director.

151. RADIATION BIOLOGY AND PROTECTION. (3)

Study of the interactions of radiation with matter, biological effects of ionizing radiation, quantities and units; radiation protection of patient and health care personnel; exposure guidelines and monitoring. Three hours lecture per week. Prerequisite: RT 115 or consent of Radiologic Technology Program Director.

153. MODERN RADIOLOGY DEPARTMENT — EQUIPMENT AND DESIGN. (2)

Methodology of evaluation of radiographic equipment with respect to radiographic quality, acquisition and maintenance, and the departmental design and planning necessary to accommodate and use this equipment. Two hours lecture per week. Prerequisite: RT 115 or consent of Radiologic Technology Program Director.

**171. ADMINISTRATION INTERNSHIP IN RADIOLOGIC TECHNOLOGY. (2)****(Management and Clinical Emphasis)**

To provide insight into the various aspects of departmental administration, the student will have clinical management experience in the department of radiology under direct supervision of the Radiologic Technology Program Director and the radiology services manager. Prerequisites: Senior standing; BU 120, 140; AH 119 or consent of the Radiologic Technology Program Director.

172. TEACHING PRACTICUM IN RADIOLOGIC TECHNOLOGY. (2)**(Education Emphasis)**

The student will have actual experience in the radiologic technology classroom setting. Assisted by the Radiologic Technology Program Director and in coordination with the hospital program director, the student will develop a course module, instruct in the classroom and evaluate results of instruction. Prerequisites: Senior standing; AH 115, 116 or consent of the Radiologic Technology Program Director.

173. EDUCATIONAL ADMINISTRATION IN RADIOLOGIC TECHNOLOGY. (2)**(Education Emphasis)**

Seminar and independent study of organization, accreditation, curriculum design and funding of educational programs for radiologic technologists. Students are required to submit a research paper covering one of these topics. Prerequisites: Senior standing; AH 115, 116 or consent of the Radiologic Technology Program Director.

174. SPECIAL PROCEDURES TOPICS. (2)**(Clinical Emphasis)**

Advanced study of specialized equipment and accessories used in neuroradiology, cardio-vascular radiology, angiography, and computerized axial tomography with respect to imaging, and film quality. Patient assessment and monitoring and cross-section radiographic anatomy will be included in the course. Prerequisite: Senior standing.

177. DIRECTED PRACTICE. (3)**(Clinical Emphasis)**

Advanced Clinical Special Procedures course with emphasis on development of expertise and skills in special procedures and supplementary imaging modalities with limited supervision. 15 weeks of 12 hours per week. Prerequisites: Senior standing and RT 111. Concurrently with: RT 174.

RECREATION (RE)

OUTDOOR RECREATION

Major: RE 99, 112, 113, 114, 115, 123, 124, 126, 127, 128, 195, 198; BI 120, 121.

THERAPEUTIC RECREATION

Major: RE 99, 112, 113, 114, 115, 130, 131, 132, 133, 197, 198; BI 120, 121.

LEADERSHIP AND PROGRAMMING IN RECREATION

Major: RE 99, 112, 113, 114, 115, 127, 128, 130, 135, 195, 198; BI 120, 121.

Minor: RE 99, 112, 113, 114, 115 and two other courses from one of the three areas above.

99. HISTORY AND INTRODUCTION TO RECREATION. (2)

Introduction to beginnings and growth of recreation and parks as fostered by individual agencies and government; attitudes toward and theories of play; principles and objectives; organizations and groups and their relationship to parks and recreation; job opportunities; specifications and demands; self-analysis of individual student interest, limitations and capabilities in light of these specifications and demands. I.

112. MAN AND LEISURE. (3)

The general purpose of this course is to enable members of the class to become prepared for living in a leisure-centered society by improving their knowledge and understanding of the challenges, opportunities, and problems of leisure as these affect their lives individually as well as the social fabric of their local, national, and world communities. II.

113. PHILOSOPHY OF RECREATION AND LEISURE. (3)

Exploration of philosophical foundations for recreation in a dynamic society; challenge of increased leisure time and the role of recreation in present and predicted environments. I.

114. PROGRAM ANALYSIS AND ADMINISTRATION. (3)

A study of the essential elements and basic principles involved in the organization and administration of various types of recreation programs. II.

115. RECREATIONAL LEADERSHIP AND PROGRAMMING. (3)

Development of face-to-face leadership; enthusiasm and creative leadership methods and techniques will be learned; techniques applicable to all recreational settings, through the use of creative recreational activities will be studied. I.

123. PROGRAMMING OUTDOOR RECREATION. (3)

A study of camping and outdoor education programs of schools and voluntary agencies; primary emphasis will be on program content and methods. I.

124. DYNAMICS OF OUTDOOR RECREATION. (3)

Philosophical orientation to the field of outdoor recreation; camping, outdoor education and natural resource management with emphasis upon programs, trends, resources, and values. Includes factors stimulating outdoor recreation involvement in federal, state, local, public and private departments and agencies. II.

126. INTERPRETIVE RESOURCES. (3)

A study of the techniques used in refinement of leadership competencies in interpreting natural and cultural resources required of conservationists, teachers and other leaders responsible for such interpretation. II.

127. CAMPING LEADERSHIP I. (2)

This course will deal primarily with camp counseling; it is de-

signed to acquaint the student with a broad background of the camping movement. I.

128. CAMPING LEADERSHIP II. (2)

This course is concerned with camp management. It will stress the importance of the place and range in camping, including day camping, school camping, agency and private camping, etc. II.

130. SOCIAL RECREATION. (3)

A study of the process of planning, conducting and evaluating activities and programs for various types of social events. II.

131. INTRODUCTION TO THERAPEUTIC RECREATION. (3)

This course deals with the application of the recreation experience as a remedial agent in the treatment of people with various disabilities. The general intent is to present a broad overview of therapeutic recreation while also allowing for the individual involvement of students in specific interest areas. I.

132. PROBLEMS IN THERAPEUTIC RECREATION. (3)

An exploration of several of the major problems encountered in the delivery of therapeutic recreation services to individuals with special problems. Topics include current trends, innovative service delivery models, literature review, identification of funding sources, and others as directed by class interest. II.

133. ELEMENTS OF THERAPEUTIC RECREATION. (3)

Concepts of recreation activities as a treatment and rehabilitation tool; nature of settings; assessment and evaluation of clients' leisure and recreation needs; design and administration of therapeutic recreation programs. I.

135. ARTS AND CRAFTS. (3)

A course designed to display the principles and techniques of recreation arts and crafts for the school, the hospital, youth agency, recreation center, playground, and other settings. I.

195. PRACTICUM IN PARKS AND RECREATION. (3-8)

A practical field experience under faculty and agency supervision and with seminar discussions. I and II.

197. PRACTICUM IN THERAPEUTIC AREA. (3-8)

A practical field experience under faculty and agency supervision and with seminar discussions. I and II.

198. SENIOR SEMINAR PROJECT. (3)

The student will pursue an individual course of study applying what he has learned in his major area of recreation. Study areas could include such topics and/or projects as: nature lore; current issues in recreation; recreation for the aged; literature in recreation, etc. I and II.

RELIGIOUS STUDIES — EDUCATION (RS)

Major: Twenty-seven hours in religious studies to be chosen with the approval of the major adviser. Students majoring in religious studies will be expected to take at least three one-hour courses with a practical orientation at the Center for Pastoral Ministry, 5221 Rockhill Road.

Minor: Eighteen semester hours in religious studies to be chosen with the approval of the minor adviser.

For persons not enrolled in a degree program, a certificate of major equivalence will be awarded for the required twenty-seven semester hours, or a certificate of minor equivalence for the required eighteen semester hours.

14. PEACE AND JUSTICE. (2-3)

In this course three areas are studied: 1) war and peace, 2) third world and poverty, and 3) justice issues. These areas are studied from a Judeo/Christian point of view and include the aspects of appropriate political action, local community service, and one's life style.

18. INTRODUCTION TO THE OLD TESTAMENT. (3)

This course focuses upon the essential stories of Israel retold in successive moments of crisis when faced with problems of self-identity. Therefore, the course considers the formation and re-formation of Biblical traditions as reactions to critical moments in the history of Israel.

19. BIBLICAL WISDOM AND MODERN MAN. (3)

The "Reality of Life" as Israel saw it. By viewing the "netherside" of Israelite traditions, we will make a study of how the sages worked at the task of ordering a HUMAN world. From a God-centered viewpoint, we will take a MAN-CENTERED perspective in following Job, Quohelth, Ben-Sirach and the lovers in SONG OF SONGS.

20. BIBLE AS HISTORY. (2-3)

The History of Israel, an encounter with her Lord, Yahweh, is her interpreted story recalled in cultic recitation. A consciousness of historical reality with a beginning and a destiny Israel alone developed. Importance will be given to the Patriarchal Cycle, to the freedom movement of the Exodus, to the rapid evolution of the Jerusalem kingship — itself a semi-pagan urban system — to the destruction of the nation and the consequences.

21. BIBLE AS LITERATURE. (2-3)

Scripture functions as the vehicle for God's communication of Himself to Church and Synagogue. This experience of God is handed down to modern man as the Literature of Israel wherein the Father of Jesus Christ is encountered in song and saga, parable, proverb and poem, all stamped by the characteristics peculiar to the culture of the times, to the pathos and ethos of their authors.

22. THE THREE GOSPELS: MATTHEW, MARK, LUKE. (3)

This course is a study of the words and deeds of Jesus of Nazareth as recorded by Matthew, Mark, and Luke in order to grasp the meaning of the life of Jesus Christ. In this study consideration is given to authorship and sources, form criticism and redaction criticism. Moreover, certain Old Testament themes will be considered in order to understand Jesus as the fulfillment of the Old Testament.

23. THE LETTERS OF PAUL. (2-3)

St. Paul is one of the first and the greatest Christian thinkers and writers. This course is designed to study Christ in the Theology of Paul. Through his letters, the Church of the apostolic age and the twentieth century are able to glimpse the problems and difficulties, the triumphs and failures, of second generation Christians. Each letter is studied in its chronological sequence and those passages most characteristic of the letter are studied intensively so as to provide a base for a theological synthesis.

24. THE GOSPEL OF JOHN. (2-3)

In disturbed and confused times, man seeks something to stand in awe of. This course will emphasize the study of John's Gospel from the perspective of the signs and wonders wrought by Jesus. Among the signs to be studied will be: changing of water into wine, multiplication of the loaves, and the raising of Lazarus. The course will also stress how to develop the experience of awe and wonder in students of today.

40. THE SEARCH FOR MEANING. (3)

One measure of being alive is the time and concentration a person spends on finding the validity of her or his life. This course will consider some basic methods of searching for this validity or

meaning in life. Emphasis will be given to three elements of life meaning: personal integration, ("how I get it all together"); orientation, ("where I'm heading"); and fulfillment, ("what it's worth to me"). There will be two hours each week in seminar to work out the "personal theology," and one hour in lab session to express the search experience on video cassette.

48. JESUS CHRIST. (2-3)

"Who is Jesus Christ?" is a question many are asking today. This course will attempt to provide answers to this question through a study of (1) the early Christological Church Councils; (2) the new and improved understanding of the scriptural data about Jesus; and (3) the Christological thought of modern and contemporary theologians.

111. PROPHETS AS PROTESTERS. (2-3)

The burden of the Prophets — compassion for man, sympathy for God — carried these Seers into the mainstream of Israelite life. The Prophets were summoned to urge men to encounter the Lord within the turbulence of the marketplaces, there to deliver a specific message from Yahweh. Let us listen to an Amos, to an Isaiah, proclaiming a "shape-up-or-ship-out" message to a beleaguered nation on the verge of bankruptcy.

122. GOD OF THE 20TH CENTURY. (2-3)

Reflective analysis of various concepts of God in modern thought, in order to evaluate the religious possibilities in contemporary culture. See PL 122.

131. OUR CHRISTIAN HERITAGE. (3)

This course will explore the origins and developments of Christianity in the context of contemporary man.

156. CHRISTIAN DECISION MAKING. (3)

This course is ethics from a Christian point of view. Specific contemporary moral issues are examined in the light of Jesus' teaching on man and the Christian understanding of that teaching in the past and in the present.

158. LOVE, SEX AND MARRIAGE. (3)

See PL 158.

160. EUTHANASIA. (1)

See PL 160.

191. BUSINESS ETHICS. (3)

See BU/PL 191.

197. INDEPENDENT STUDY. (2-3)

Approved and directed in-depth study of a specific area of theology, according to student need and interest. Limited to majors.

198. JUNIOR-SENIOR SEMINAR. (3)

Selected topics for review and study in Religious Studies-Education. This course is required for all majors.

199. PRACTICUM. (3)

Period of actual experience in one of the specialized areas of religious education, with departmental guidance and supervision.

RESPIRATORY THERAPY (RP)

Avila College and Baptist Memorial Hospital cooperatively offer a four-year program leading to the Bachelor of Science in Respiratory Therapy.

Interviews are held with students during the spring semester of the freshman year. Results from the interview plus evidence of

satisfactory academic progress are used to select those who will pursue the Respiratory Therapy curriculum during the sophomore, junior and senior years.

Students already possessing a two-year degree in Respiratory Therapy must contact the Program Director for advisement.

Students must provide their own transportation to hospitals during the junior and senior years.

Pre-Respiratory Therapy Requirements:

AH 11, 14
BI 120, 121, 122, 152
CH 11, 13
MA 16, 17
PH 13
PY 11
SO 11

Major Requirements:

RP 150, 151, 152, 153, 154, 155, 156, 157, 160, 165, 170, 171, 197
Clinic Emphasis: PY 122; RP 176; SO 112, 127
Education Emphasis: AH 115; BU 120; ED 176, MA 150, RP 180
Management Emphasis: AH 71, 119; BU 90, 120; RP 185

No minor is offered.

150. BEGINNING PRINCIPLES OF RESPIRATORY THERAPY. (4)

An introduction to the modes of therapy given by respiratory therapists and general discussion of diseases encountered. Lecture and lab time each week plus 16 hours of clinic each week (summer). Prerequisite: Consent of Respiratory Therapy adviser.

151. RESPIRATORY THERAPY EQUIPMENT. (4)

This course introduces the student to much of the equipment used in providing basic patient care. Six lecture hours and eight lab hours per week (summer). Prerequisite: Consent of Respiratory Therapy adviser.

152. CLINICAL CARDIO/PULMONARY PHYSIOLOGY. (4)

A study of the physiology and pathophysiology of the pulmonary, cardio-vascular and renal systems as they relate to the practice of respiratory therapy. Four lecture hours per week (fall). Prerequisite: RP 150.

153. CLINICAL PRACTICE I. (4)

A clinic course involving the giving of care to adults and pediatric patients plus the study of diagnostic work in respiratory therapy. Emphasis will be on non-critically ill patients. 24 hours per week (fall). Prerequisite: RP 150.

154. CLINICAL PRACTICE II. (4)

A clinic practice course with emphasis largely on treatment of patients in the critical care environment. Additional activities involve patient rehabilitation, department management, and medical rounds. 24 hours per week (spring). Prerequisite: RP 153.

155. CARDIO/PULMONARY MEDICINE I. (1)

The first of three lecture courses given by the medical director of the program. This course emphasizes diagnostic procedures used by the pulmonary physician. Two lecture hours per week (summer).

156. CLINIC TOPICS AND PROCEDURES I. (3)

A lecture and lab course to supplement the clinic training of the student for this semester. Topics in routine care, critical care and emergency care for both adults and pediatric patients will be considered. Two lecture hours per week and three lab hours per week (fall).

157. CLINIC TOPICS AND PROCEDURES II. (4)

A lecture and lab course to supplement the clinic training. Emphasis is on critical care medicine and the more sophisticated aspects of respiratory therapy. Concurrently a lecture series on Neonatology will be given. Three lecture hours per week and three lab hours per week (spring). Prerequisite: RP 156.

160. CARDIO/PULMONARY MEDICINE II. (2)

A continuation of the lecture series presented by the medical director with the emphasis shifting toward the pathology, diagnosis and treatment of various cardiopulmonary diseases. Two lecture hours per week (fall). Prerequisite: RP 155.

165. CARDIO/PULMONARY MEDICINE III. (2)

A continuation of the medical director's discussion of pulmonary disease states, their pathology and treatment. Two hours per week (spring). Prerequisite: RP 152.

170. RESPIRATORY PHARMACOLOGY. (2)

A study of the specific drugs that are given by a respiratory therapist where they have direct effect on the cardiopulmonary system. Two hours lecture per week (spring). Prerequisite: RP 152.

171. RESPIRATORY THERAPY PRACTICUM. (3)

An advanced-level clinic course offering a chance to sharpen skills in all aspects of patient care with an emphasis on critical care. 16 hours per week. Prerequisite: Consent of Respiratory Therapy adviser.

176. CLINIC SPECIALTY TRAINING. (3-6)

An individualized course to allow the competent practitioner to gain additional information and skills in selected areas of practice within respiratory therapy. Prerequisite: Consent of Respiratory Therapy adviser.

180. TEACHING PRACTICUM. (3-6)

A structured, supervised teaching experience within the respiratory therapy program for an individual preparing to be an instructor in the field. Course design, classroom and clinic instruction will be carried out. Prerequisite: Consent of the Respiratory Therapy adviser.

185. MANAGEMENT PRACTICUM. (3-6)

A structured and supervised experience in management within the respiratory therapy department and hospital management in general. Prerequisite: Consent of the Respiratory Therapy adviser.

197. SEMINAR. (3-6)

A discussion series of current topics in respiratory care plus an introduction to and study of the methods of research in medicine. Prerequisite: Consent of the Respiratory Therapy adviser.

SOCIAL WORK (SW)

Major: (42 hours) SW 11, 115, 121, 122, 140, 160, 178, 180, 181, 183, 184, and one course in a Special Interest Area: SW 130, 137, 201.

11. INTRODUCTION TO SOCIAL WORK. (3)

This course is designed to provide the student with an overview of the fields of practice of social workers. Attention will also be given to the historical development of social work as a profession, current issues in the field, and the potentials of a career in social work. Thirty hours of appropriate volunteer experience in a social service agency is a course requirement. No prerequisite. I.

115. SOCIAL WELFARE. (3)

An analysis of policies and programs directed at specific social problems. A study of the growth and development of social welfare. Prerequisite: SW 11 or consent of the instructor. I and II.

121. HUMAN BEHAVIOR IN THE SOCIAL ENVIRONMENT I. (3)

Normal growth and development of the individual from childhood through old age within the social contexts of the family, group relationships and community structures. Prerequisites: SO 11 and PY 11. Social Work majors only. I.

122. HUMAN BEHAVIOR IN THE SOCIAL ENVIRONMENT II. (3)

This course integrates content from prior courses and applies theoretical material to social work practice. Emphasis is placed upon the influence of institutional racism, sexism, ageism, and socio-economic class upon the growth, development and social functioning of the individual and family. This course will expand the professional self-awareness of the student in dealing with the diverse client groups. Prerequisite: SW 121. Social Work majors only. II.

125. READINGS IN SOCIAL WORK. (1-3)

Selected readings on social conditions and social problems as they relate to the field of Social Work. No prerequisite. I and II.

128. SPECIAL TOPICS IN SOCIAL WORK. (1-3)

The student will participate in an Avila sponsored two-day workshop, seminar, or symposium on a subject related to current topics in social work practice.

130. SERVICES TO CHILDREN AND FAMILIES. (3)

This course provides an overview of services to children and families, including child abuse, foster care, adoption; an emphasis on family functioning and dysfunctioning in relationship to children's services; an emphasis on the relationship of the family to subsystems such as school, neighborhood and community. No prerequisite. Alternate years. I.

135. CRISIS INTERVENTION. (3)

The course will provide a theoretical framework from which to understand the dynamics, principles and application of crisis intervention techniques in helping situations with individuals and families. Social workers, police, nurses and other helping professionals will be provided the opportunity for expanding their self-awareness of their ability to handle crisis in their lives and of their potential effectiveness in crisis intervention situations.

136. SERVICES TO JUVENILES IN INSTITUTIONS. (3)

This course will provide an overview of programs, services and treatment methodologies for juveniles in various institutional settings, e.g., delinquent, emotionally disturbed, learning disabled. Included will be a discussion of skills and techniques necessary for the provision of such services. No prerequisite. Alternate years. II.

137. SOCIAL WORK IN RELIGIOUS SETTINGS. (3)

This course offers the student the opportunity to study the history and tradition of Judeo-Christian social work in the light of present day social work practice; to study the programs and services of religious or denominational agencies; and to study the impact that professional social work practice (values, knowledge and skills) provides for the religious setting. No prerequisite. Alternate years. II.

140. SOCIAL WORK PRACTICE I. (3)

Students will be introduced to a generalist approach to social work practice which will emphasize problem-solving and systems models. Included will be the study of social work values and ethics which undergird and guide practice. The course includes a two hour per week laboratory experience which deals with self-awareness, interpersonal communication and interviewing skills, and recording and reporting skills. Prerequisites: SW 11, 121 and SO 130 or consent of the instructors. Social Work majors only. II.

150. FIELD EXPERIENCE. (3)

All students are encouraged to participate in an observation experience in a social welfare agency early in their social work training and prior to enrollment in Field Instruction. This experience will broaden the student's view of social work and help the student make a decision as to professional practice in social work. 90 clock hours required. No prerequisite. I and II.

160. SOCIAL LEGISLATION AND POLICIES. (3)

A review and critical analysis of the factors that shape and form social legislation and social policy in the broad fields of social welfare. Emphasis will be placed on an understanding of the importance of social policy formation and implementation for the generalist social worker. Prerequisites: SW 115 and a minimum of six (6) hours of upper division Social Work courses or consent of instructor. Social Work majors only. II.

170. INDEPENDENT STUDY. (3)

The student independently pursues an approved and directed in-depth study of a specific area of social service. Open to Social Work majors only. No prerequisite. I and II.

178. INTRODUCTION TO RESEARCH. (3)

See SO 178.

179. APPLIED RESEARCH. (3)

See SO 179.

180. SOCIAL WORK PRACTICE II. (3)

This course is the second in a sequence of three social work practice courses utilizing a generalist approach to practice. Emphasis is placed upon the application of the knowledge and skills gained in SW 140 to social work practice theory relating to intervention with individuals, small groups and the community. This course will be taught concurrently with first semester of field instruction. Prerequisite: SW 140 or consent of instructor. Social Work majors only. I.

181, 184. FIELD INSTRUCTION I, II. (6,6)

All Social Work majors are required to fulfill a 600 clock hour field placement in a social service agency under the supervision of a professional social worker. This includes a two hour per week, on campus, field instruction seminar class that facilitates a student's integration of class work and field work. Students are evaluated by field instructors after the completion of each 300 clock hours of work and a grade is then assigned. Prerequisites: SW 121, 140, 180 and 183 (which are taken concurrently). Social Work majors only. I, II.

183. SOCIAL WORK PRACTICE III. (3)

This final course in the practice sequence builds upon SW 140 and 180 and expands a student's knowledge base in terms of providing beginning level professional service through individual, group and community practice. This course will be taught concurrently with second semester of field instruction. Prerequisites: SW 140, 180 or consent of instructor. Social Work majors only. II.

201. PROGRAM, PRIORITIES AND RESOURCES IN AGING. (1-3)

See GS 201.

201. WORKING WITH THE ELDERLY. (1-6)

See GS 201.

SOCIOLOGY (SO)

Major: SO 11, SO 78 and 30 hours of upper division sociology. SO 171, 178, 179, and 199 are to be included in these 30 hours. Students must choose one of the three areas of emphasis described below.

1. General Sociology. 18 hours of upper division sociology chosen from at least three of the following areas: II, III, IV, V and VI.

2. Social Gerontology. SO 201, Sociology of Aging; 6 hours chosen from SO 129 (Older Women: Problems and Potentials) and other SO 201 courses; 3 hours selected from other GS courses; and 6 hours chosen from any other upper division sociology courses.

3. Deviance. 12 hours chosen from SO 31, 182, 183, 186, 187 and SO 129, Women and the Law; plus 6 hours chosen from any other upper-division sociology courses.

Minor: SO 11, 12 and twelve hours of upper-division sociology courses from at least three different areas.

Course Offerings:

AREA I: THEORY AND METHODOLOGY

- 171. SOCIOLOGICAL THEORY
- 178. INTRODUCTION TO RESEARCH
- 179. RESEARCH PRACTICUM
- 199. SEMINAR IN SOCIOLOGY

AREA II: SOCIAL INSTITUTIONS

- 111. THE FAMILY
- 112. SOCIOLOGY OF HEALTH AND ILLNESS
- 114. FAMILY DYNAMICS
- 116. POLITICAL SOCIOLOGY

AREA III: MINORITY STUDIES

- 121. MINORITY GROUPS
- 122. TOPICS IN AMERICAN MINORITY GROUPS
- 129. TOPICS IN WOMEN'S STUDIES
- 201. SOCIOLOGY OF AGING
- 201. TOPICS IN THE SOCIOLOGY OF AGING

AREA IV: SOCIAL DYNAMICS

- 130. SOCIAL SYSTEMS
- 132. SOCIAL CHANGE
- 137. INEQUALITY AND SOCIAL STRATIFICATION
- 138. URBAN SOCIETY

AREA V: SOCIAL PSYCHOLOGY

- 161. SOCIAL PSYCHOLOGY
- 164. COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS
- 165. TOPICS IN SOCIAL PSYCHOLOGY

AREA VI: DEVIANCE

- 182. CRIMINOLOGY
- 183. JUVENILE DELINQUENCY
- 186. DEVIANT BEHAVIOR
- 187. TOPICS IN DEVIANCE

11. INTRODUCTION TO SOCIOLOGY. (3)

An overview of the sociological perspective. The course emphasizes an understanding of everyday social reality and develops the student's ability to use sociological concepts to interpret social situations and social change. No prerequisite. I and II.

12. SOCIAL PROBLEMS IN AMERICAN SOCIETY. (3)

Systematic examination of current social problems and issues rooted in the institutions of the American social structure. Such topics as racism, sexism, urban deterioration and ecological problems will be analyzed. No prerequisite. II.

21. INTRODUCTION TO ANTHROPOLOGY. (3)

A broad survey of how humanity from the earliest times has evolved and dealt with the environment and social reality. Four general topics will be emphasized in the course: human evolution, archaeology, cultural anthropology and linguistics. No prerequisite. I or II.

31. CORRECTIONS. (3)

See AJ 31.

78. QUANTITATIVE METHODS IN SOCIAL SCIENCE. (3)

An introductory course in applied statistical techniques used in social science. Topics include descriptive statistics such as measures of central tendency and measures of dispersion. Special attention will be given to a systematic discussion of some widely used inferential statistics such as Chi-square and regression. No prerequisite. II.

111. THE FAMILY. (3)

Examination of the major aspects of the family as a social institution; the current trends, changing nature, and possible developments of the family in the future. No prerequisite. I.

112. THE SOCIOLOGY OF HEALTH AND ILLNESS. (3)

How various cultures and socio-economic groups view health and illness; how they deal with health problems; social factors in the epidemiology of disease; and how the current system of health care affects individuals. No prerequisite. I or II.

114. FAMILY DYNAMICS. (3)

An experimental and didactical study of the family in process: its dynamics, transactions, interactions and communication. Family scripts, sculpting, and communication patterns are emphasized. Consent of instructor. II.

116. POLITICAL SOCIOLOGY. (3)

An examination of the government as a social institution. Considers the basic structures of democracy and totalitarianism, the evolution of political systems, factors influencing individual participation in the political institution, and various means of promoting political change. No prerequisite. Course offered alternate years. I.

121. MINORITY GROUPS. (3)

Study of dominant/minority relations in modern societies. Course content includes analysis of alternate sociological and psychological theories of prejudice, effects of minority status upon the individual and possibility for attitude and behavior change. No prerequisite. Course offered alternate years. I.

122. TOPICS IN AMERICAN MINORITY GROUPS. (1-3)

- BLACK AMERICAN HERITAGE (1)
- CHICANO HERITAGE (1)
- NATIVE AMERICAN HERITAGE (1)

129. TOPICS IN WOMEN'S STUDIES. (1-3)

See WS/SO 129.

- MINORITY WOMEN IN AMERICAN SOCIETY (1)
- WOMEN, HEALTH AND ILLNESS (1)
- WOMEN IN OTHER SOCIETIES (1)
- WOMEN IN PROFESSIONS (1)
- WOMEN IN BLUE-COLLAR OCCUPATIONS (1)
- THE SOCIOLOGY OF HOUSEWORK (1)
- SOCIALIZATION AND THE ROLES OF WOMEN (1)
- WOMEN AND MIDDLE AGE (1)
- OLDER WOMEN: PROBLEMS AND POTENTIALS (1)
- WOMEN AND THE LAW (1)
- FEMALE AND MALE RELATIONSHIPS (1)
- POWER RELATIONSHIPS IN THE FAMILY (1)
- DUAL-CAREER FAMILIES (1)

130. SOCIAL SYSTEMS. (3)

General analysis of systems theory with specific emphasis on the nature of the social system; the major types, and the process of change as it affects these systems. Prerequisite: SO 11 or SO 21. I.

132. SOCIAL CHANGE. (3)

Considers major sociohistorical theories of social change, consequences of change, modernization, and methods of promoting change in societies and organizations. Prerequisite: SO 11. Course offered alternate years. II.

137. INEQUALITY AND SOCIAL STRATIFICATION. (3)

The bases and consequences of structured inequality in human societies. Primary emphasis is placed on economic inequality as expressed by social classes in American society. Prerequisite: SO 11 or SO 21. Course offered alternate years. II.

138. URBAN SOCIETY. (3)

Surveys the growth and present situation of modern industrial cities. Includes the study of present day, major communities as social systems and man as a participant in them. Topics include community change, urban ecology and city planning. No prerequisite. II.

154. TOPICS IN SOCIOLOGY. (3)

Seminar on topics of current interest in sociology. Some topics are listed below. Consent of instructor. I or II.

1. Population Studies
2. Cultural Anthropology
3. Sociology of Religion
4. Cults
5. Social Biology
6. Bureaucracy and Formal Organization
7. America As A Post-Industrial Society

161. SOCIAL PSYCHOLOGY. (3)

Study of the formation, structure and functioning of groups including an analysis of group processes and group products in relation to the individual: attitudes, beliefs, perception of self and others. Prerequisites: SO 11 and PY 11. I and II.

164. COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS. (3)

First portion of course considers riots, panics, crazes, crowd behavior, rumor, and disaster research. Second half focuses on historical and analytic perspectives on protest movements. Prerequisite: SO 11. Course offered alternate years. II.

165. TOPICS IN SOCIAL PSYCHOLOGY. (3)

Seminar on topics of current interest in social psychology. Content variable. Prerequisite: SO 161.

171. SOCIOLOGICAL THEORY. (3)

A survey of the major individuals and themes in the development of sociological thought since the French Revolution. Special attention will be devoted to Marx, Weber and Durkheim. Prerequisite: SO 11. I.

178. INTRODUCTION TO RESEARCH. (3)

Introduction to methodology and techniques; formulation of research problems; study design; hypotheses; sampling; measurement; questionnaire construction; interviewing and data collection; processing and tabulation; analysis and interpretation; presentation of findings. Consent of instructor. I and II.

179. RESEARCH PRACTICUM. (3)

This course provides opportunities for students to utilize their research and theoretical training by conducting a research study. Prerequisites: SO 178 and SO 78 (or equivalent). I and II.

182. CRIMINOLOGY. (3)

An introduction to the study of adult criminal behavior. Uses

theory and research to analyze the etiology, treatment and prevention of criminal behavior. No prerequisite. Course offered alternate years. I.

183. JUVENILE DELINQUENCY. (3)

This course focuses on the causes, treatment and prevention of juvenile delinquency. Relevant theory and research will be utilized to evaluate the effectiveness of the current structure and function of the juvenile system in the corrections field. No prerequisite. Course offered alternate years. I.

186. DEVIANT BEHAVIOR. (3)

Study of the nature, causation, social processes and consequences of deviance. Also considers social activities intended to control deviant behavior. Prerequisite: SO 11. II.

187. TOPICS IN DEVIANCE. (1-3)

Seminar on topics of current interest in deviance. Content variable. Prerequisite: SO 186.

199. SEMINAR IN SOCIOLOGY. (3)

A course for sociology majors designed to help the student integrate the substantive, theoretical and methodological knowledge acquired in previously taken sociology courses. Sociology majors only. II.

201. SOCIOLOGY OF AGING. (3)

See GS/SO 201. II.

201. TOPICS IN THE SOCIOLOGY OF AGING. (1-3)

See GS/SO 201.

MENTAL HEALTH AND AGING (1)**SOCIAL FACTORS IN DISEASES OF THE AGED (1)****HEALTH CARE ISSUES FOR THE AGED (1)****RELATIONS WITH RELATIVES (1)****BEING MARRIED AND UNMARRIED IN LATER LIFE (1)****SEXUALITY IN LATER LIFE (1)****NEW WORK ROLES FOR THE AGED (1)****MINORITY GROUPS AND AGING (1)**

SPANISH (SP)

No major is offered.

Minor: SP 11, 12, 16, 17 or their equivalent; fifteen semester hours in upper-division Spanish.

All Spanish minors are required to spend at least two hours a week in their language laboratory.

11, 12. BASIC SPANISH I, II. (3,3)

Elements of the language; aural comprehension, oral ability, reading and writing of simple Spanish. Two hours a week laboratory period. For students beginning Spanish or presenting one unit of high school Spanish.

16. BASIC SPANISH CONVERSATION I. (3)

Self-expression through systematic practice. Oral training through selected readings. Prerequisites: SP 11, 12 or their equivalent.

17. BASIC SPANISH COMPOSITION II. (3)

Review of Spanish grammar and emphasis on basic writing techniques. Prerequisite: SP 16 or equivalent.

27. AMERICANS IN THE HISPANIC WORLD. (3)

An important and necessary preparation for travelers and persons engaged in international business and commerce with special interest in Latin America and Spain. (Offered in English or Spanish.)

122. PENINSULAR SPANISH CIVILIZATION IN CONVERSATION. (3)

A panorama of the culture and general history of Spain.

125. PROFESSIONAL AND COMMERCIAL SPANISH. (3)

An introductory course for the business and language student to the technical vocabulary of the business world. Special vocabulary includes terminology related to accounting, banking, investments, labor-management procedures, etc. (Offered in English or Spanish.)

132. THE ART OF WRITING IN SPANISH. (3)

Intensive oral and written practice. Emphasis on self-expression and automatic response in a higher level of the language. Grammar structures and idiomatic expressions aimed to the acquisition of a wider vocabulary.

138. LATIN-AMERICAN GOVERNMENT AND POLITICS. (3)

A panorama of the Constitutional Laws of Latin-American States, local legal systems and the political scene, with analysis of the political parties, the principle of legitimacy, the "caudillo" and the contemporary political dilemma. (Offered in English only.)

142. IBEROAMERICAN CIVILIZATION IN CONVERSATION. (3)

A panorama of the culture of "Iberoamerica." Discussions about the origin of the American man, the confrontation of two cultures at the time of discovery; the colonial life and the struggle for independence; the Mexican Revolution of 1910; cross-cultural and communication problems are some of the feature topics of the course.

143. MINI-STORIES. (2-3)

A selection of readings aimed to stimulate creative thinking through analysis of one of the most popular imaginative genres of today. Provides for independent study with the approval of the instructor.

144. TRANSCULTURAL APPROACH TO THE MODERN SPANISH STAGE. (3)

A study of various outstanding contemporary Spanish plays considered in their cultural, sociological and literary context. Lorco, Casona, Sastre and Buero-Vallejo among the playwrights to be studied.

145. IBEROAMERICAN FOLKLORE. (2-3)

An exciting learning experience aimed to provide students with a minimum background of the customs, beliefs, popular songs, dances, meals, proverbs and traditional folk stories. A useful course for better understanding the attitudes, values, emotions, ideals and appreciations of our American neighbors south of the border.

146. CONTEMPORARY IBEROAMERICAN THEATRE. (3)

A selection of today's representative plays from Central and South America covering the best playwrights of fifteen countries, including Mexico.

147. FICTION OF THE MEXICAN REVOLUTION. (3)

The Mexican Revolution of 1910 seen through its most outstanding novelists. Offered in Spanish or in English translation, the course provides for independent study with the approval of the instructor.

148. FICTION OF THE MAGICAL REALISM. (3)

Borges, Cortazar, Rulfo, Garcia Marques, and Carpentier, five masters representing Argentina, Mexico, Columbia, and Cuba. A sample of the "Magical Realism" movement in contemporary Latin-American fiction.

149. THE ART OF TRANSLATION. (3)

An approach to the art of translating from English into Spanish and from Spanish into English in order to overcome the major linguistic difficulties involved. An opportunity to improve the skill of doing oral and written translations from one language into the other.

151, 152. STUDIES IN PENINSULAR SPANISH LITERATURE. (3,3)

Selected works representative of each literary period. Evaluation of significant authors through the reading of their writings. Alternate years.

161, 162. STUDIES IN IBEROAMERICAN LITERATURE. (3,3)

Selected works representative of each literary period. Evaluation of significant authors through the reading of their writings. Alternate years.

196, 197, 198, 199. PRACTICAL SPANISH SEMINARS. (1-4)

Directed readings in Spanish literature, conferences, research papers. Provides for independent study-work with the approval of the instructor.

ED 195. TEACHING OF SPANISH IN THE SECONDARY SCHOOL. (2)

See ED 195, in the Education section.

SPEECH/THEATRE (ST)

VISITING ARTISTS

Alpha Omega Players
Dain Chandler — Actor
Karen Foss — TV News
Steve Harris — Mime
Hutchinson Repertory Theatre
Charles Leader — Actor
Leonard Nimoy — Actor
Jerry Paris — TV Producer/Actor
Arthur Cantor — Producer (sched.)



Degrees:

Bachelor of Arts Degree in Speech/Theatre (B.A.)

Bachelor of Fine Arts Degree in Speech/Theatre (B.F.A.)

Majors in both degrees:

Speech/Theatre

Speech/Theatre Education

Minors in both disciplines:

Speech and Theatre: 18 hours selected with consent of Speech/Theatre adviser.

Psychodrama

Required courses:

Theatre 12 hours

ST 35 Acting I

ST 60 Orientation to Theatre

ST 111 Script Analysis

ST 190 Directing I

Psychology 12 hours

PY 11 General Psychology

PY 55 Theories of Personality I

PY 56 Theories of Personality II

PY 162 Abnormal Psychology

Psychodrama 6 hours

PY/ST 12 Intro. to Psychodrama

PY/ST 112 Advanced Techniques in Psychodrama
Total 30 hours

Bachelor of Fine Arts in Performing Arts Degree (B.F.A.)

Major: Performing Arts (dance, music, theatre). See section on Performing Arts for requirements.

B.A. CANDIDACY (Speech and Theatre)

An applicant seeking B.A. Candidacy must obtain approval as a Theatre major in writing from the Theatre Review Board at close of sophomore year.

B.F.A. CANDIDACY (Speech and Theatre)

An applicant seeking B.F.A. Candidacy in Speech and Theatre must complete at Avila College a minimum of 12 ST hours with an overall average of "B" before submitting a request in writing to the Theatre Review Board. If accepted as a B.F.A. Candidate in Speech and Theatre, there is an Avila residency requirement of three academic years. After acceptance, the candidate will select an Area of Concentration from one of three areas:

1. Acting/Directing
2. Tech Theatre/Design
3. Dramatic Literature

As a partial fulfillment of the B.F.A. program, ST 198 is required. In this course, the student will prepare under faculty guidance a project exhibiting his major emphasis, interests, and talents.

Film, Radio, additional Speech, T.V. listed under Communication (CO).

Missouri Certification requirements in Speech/Theatre for grades 7-12 are:

Speech (includes minimum of 2 semester hours in debate) 12 hrs.

Theatre 12 hrs.

Electives (from speech, theatre, literature and/or mass communications) 6 hrs.

Total 30 hrs.

For Missouri Education requirements, see Education section of the catalog.

•BACHELOR OF ARTS DEGREE (B.A.)

Majors offered:

Speech/Theatre

Speech/Theatre Education

Speech/Theatre (Pre-professional)

Basic requirements: CO 85, 111 or 112; DA 16; EN 155, 157; ST 35, 45, 46, 50, 55, 60, 111, 126, 132, 133, 190.

40 hours

Additional elective ST hours, if desired. Up to 20 hours

Core requirements and electives (outside ST area) 88-68 hours

Total 128 hours

Speech/Theatre Education (Pre-professional)

Requirements as above for Speech/Theatre (Pre-professional) with addition of the following Missouri requirements:

1. Additional Speech requirements including CO 40 and 6 elective hours selected from CO 111 or 112, 115, 116, 117, 119, 159.
2. Two additional English Composition courses for a minimum of 4 hours.
3. The minimum Missouri required credits (24) in Education (ED) courses not already taken as part of Avila core. See ED section.

•BACHELOR OF FINE ARTS DEGREE (B.F.A.)

Majors offered:

Speech/Theatre

Speech/Theatre Education

Speech/Theatre (Professionally oriented)

Basic requirements: CO 85, 111 or 112; DA 16; EN 155, 157; ST 35, 45, 46, 50, 60, 111, 126, 130, 132, 133, 190, 198.

45 hours

ST hours required in B.F.A. Area of Concentration: (See below: **Areas of Concentration** for requirements and electives in particular Areas)

18 hours

Other ST electives in B.F.A. Area of Concentration:

12 hours

Core requirements and electives (outside ST) 53 hours

Total 128 hours

AREAS OF CONCENTRATION

Area I: Acting Directing requirements: ST 19, 20, 115, 117 or 119, 135, 170 or 185, 171 or 186, 197 or 193.

18 hours

Area II: Tech Theatre/Design requirements: ST 120 or 137, 121 or 138, 139, 140, Practicum choice: (158, 160, 162), 165.

18 hours

Area III: Dramatic Literature requirements: ST 134, 136, 141, 145, 199; FR 151

18 hours

SPEECH/THEATRE EDUCATION (Professionally oriented with Missouri Secondary Certification)

Requirements as above for Speech/Theatre (Professionally oriented) with addition of following Missouri requirements:

1. CO 40 plus enough Speech hours not included in above requirements to total 12.
2. Two courses in English Composition for a minimum of 4 hours.
3. The minimum Missouri Education credits (24) not already taken as part of Avila Core. See ED section.

12. INTRODUCTION TO PSYCHODRAMA. (3)

See PY 12.

19. AUDITIONING TECHNIQUES. (1)

Study of preparatory steps for interviews, auditions; selection of

material, proper dress, demeanor and media; resume and vitae writing; practical class projects. Alternate years.

20. FENCING, FOIL I. (1)

See PE 20. I, II.

21. FENCING, FOIL II. (1)

Competition tactics. See PE 21. I.

22. FENCING, FOIL III. (1)

Competition/performance. See PE 22. II.

31. IMPROVISATIONAL THEATRE. (1)

Games to loosen physical and mental tensions so that the imagination and body will be stimulated to produce spontaneous and intuitive responses to improvisational situations. May be repeated for credit. I, II.

35. INTRODUCTION TO ACTING. (2)

Training in the basic elements of the performer's craft. Exercises and class projects to facilitate understanding of and sensitivity to a given situation. Open to all majors; required of ST freshmen and ST transfer students who are also required to take DA 16 and CO 85 in conjunction with this course. I.

37. PANTOMIME. (1)

See DA 37. Arranged offering.

45. STAGECRAFT. (3)

Scenery construction and general stagecraft. Fundamental elements of stage design. II.

46. LIGHTING I. (3)

Principles and theories of lighting stage productions. I.

50. STAGE MAKE-UP. (1)

Techniques in application of make-up for specific characterizations, both straight and character. Study of the structure of the face and its relationship to make-up. Arranged offering.

55. COSTUME CONSTRUCTION. (3)

Techniques of costume construction including a study of fabrics, color, fundamentals of pattern making; design and construction of costumes for stage productions. I, II.

60. ORIENTATION TO THE THEATRE. (3)

Designed for non-theatre and theatre majors. Facilitates the understanding and appreciation of drama as an art form; a study of what is drama, its various genres, and social impact. Required introductory course for theatre majors. I.

111. SCRIPT ANALYSIS, DRAMATIC CRITICISM. (3)

Skills acquired through consideration of various critical techniques and methods of script analysis with practical application to different dramatic genres. II.

112. ADVANCED TECHNIQUES IN PSYCHODRAMA. (3)

See PY 112.

115. ORAL INTERPRETATION OF LITERATURE. (3)

Designed to increase the student's ability to communicate prose, poetry and drama from the printed page to an audience. Emphasis on expanding the understanding and enjoyment of literature and an awareness of rhythm, verbal melody and emotional shading appropriate to the selection. See CO 115. Alternate years. I.

116. READERS/CHAMBER THEATRE. (3)

A study of and practice in readers and chamber theatres, production techniques, class projects and possible public performances. Prerequisite: ST 115 or departmental approval. Alternate years. II.

117. VOICE AND DICTION. (2)

Study of principles and lab work methods of improving speaking and diction to increase influence and assurance. May be repeated for credit. See CO 117. II.

119. VOICE TRAINING, LESSAC METHOD. (3)

A revolutionary visceral approach that enmeshes voice and speech with the emotional and physical energies of the individual. This synergism of energies enables the human voice to communicate every nuance of feeling and purpose. See CO 119. Alternate years. II. May be repeated for credit.

120. SCENE DESIGN I. (3)

Principles and theories of scenic composition. Survey of architectural and scenic styles. Practice in model craft. Prerequisite: ST 45 or equivalent. Alternate years. I.

121. SCENE DESIGN II. (3)

Survey of theatre architecture. Study of the designer in a production organization. Practice in drafting and perspective drawing. Prerequisite: ST 45, 120 or equivalents. Alternate years. II.

126. HISTORY OF COSTUME. (2-3)

Survey of historical dress from the Egyptians to the present, with special emphasis on those periods most often used in theatrical productions. Third credit requires special project. Alternate years. I.

129. WOMEN AND THE MEDIA. (1)

See WS 129. Arranged offering.

130. HISTORY OF AMERICAN MUSICAL THEATRE. (2-3)

A study of the evolution of musical theatre; its effect on contemporary dramaturgy; its significance and influence in the modern world. Tapes, films and records used. See MU 130. I.

132. HISTORY AND LITERATURE OF THE THEATRE I. (3)

Development of theatre and drama from Greek period to Elizabethan. I.

133. HISTORY AND LITERATURE OF THE THEATRE II. (3)

Development of theatre and drama from Elizabethan period to present. II.

134. CRAFT OF COMEDY. (3)

Philosophic investigation of origins of comic principles and their evolution through history as exemplified and explained in representative dramas, stories, and treatises. Arranged offering.

135. INTRODUCTION TO SCENE WORK. (2)

Exploration of texts, language, and scenes. In-depth analysis of an action; experience in class presentations; emphasis on finding and portraying meaning of various types of scenes. Open to all majors; required of ST freshmen and ST transfer students who are also required to take ST 20 and CO 117 in conjunction with this course. II.

136. PLAYWRITING. (3)

Basic techniques of writing for the stage. Prerequisite: consent of the instructor. May be repeated for credit. See EN 136. Arranged offering.

137, 138. COSTUME DESIGN I, II. (3,3)

Obtain variety of rendering techniques; capture psychological impacts and interpret the play and characters through design and color in costumes. Designing costumes as a part of the total production. Prerequisite: ST 55 or consent of instructor. Alternate years. I, II.

139. SCENERY-PROP CONSTRUCTION. (3)

Advanced techniques and skills acquired in specialties such as brazing and welding, furniture repair and upholstery, parallel

construction and similar activities. Prerequisite: ST 45 or departmental approval. I.

140. ADVANCED DESIGN PROJECTS. (3)

Advanced projects in principles and theory of design (scene/light/costume); possible designing for Actors Laboratory Theatre productions. Prerequisite: departmental approval. May be repeated. I, II.

141. AMERICAN DRAMA. (3)

A survey of American drama. See EN 141. Alternate years. II.

145. MODERN EUROPEAN DRAMA. (3)

Reading and interpreting plays of modern dramatists: Ibsen, Shaw, Pirandello, Eliot, Sartre, Beckett, Pinter, Ionesco, among others. See EN 145. Alternate years. II.

146. ADVANCED LIGHTING. (3)

Advanced problems in stage lighting. Alternate years. Prerequisite: ST 46 or departmental approval. Arranged offering.

EN 155. SHAKESPEARE: EARLY PLAYS. (3)

See EN 155.

EN 157. SHAKESPEARE: LATER PLAYS. (3)

See EN 157.

158. STAGE MANAGEMENT PRACTICUM. (1-2)

Experience gained by assuming full or assistant stage management duties for a departmental production. I, II.

159. REHEARSAL AND PERFORMANCE. (1-2)

Solving acting problems under guidance in physicalization of attitude and emotion as revealed through work on productions. May be repeated. Prerequisite: department approval. See CO 159. I, II.

160. THEATRE TECHNICAL PRACTICE. (1-2)

Participatory stagecraft and production experience. May be repeated. Prerequisite: departmental approval. I, II.

161. DIRECTING PRACTICUM. (1-2)

Participatory experience gained by assuming the duties of Assistant Director for a departmental production. Prerequisite: department approval. I, II.

162. COSTUME PRACTICUM. (1-2)

Participatory experience assisting design and execution of costumes for departmental production. Prerequisite: departmental approval. I, II.

165. STAGE MANAGEMENT. (3)

Techniques of stage managers in production. I.

166. THEATRE MANAGEMENT. (3)

Survey of business management in educational, community, and professional theatre. Arranged offering.

170, 171. ACTING III, IV. (3,3)

Designed for students carrying emphasis in Acting/Directing. A further exploration of voice, movement and acting in order to achieve character flowing from a wholeness of conception wherein spirit and body operate as one. Much scene work and intensive focus on creative process of recreating spiritual existence of character being portrayed. Prerequisite: ST 35, 135 or departmental approval. May be repeated for credit. I, II.

176. SUMMER THEATRE WORKSHOP. (3-6)

An Actors Laboratory Theatre; under departmental guidance, students act, direct, design, and light their own productions in working environments that culminate in public performances. Prerequisite: Consent of instructor. May be repeated for credit.

180. CHILDREN'S SUMMER THEATRE WORKSHOP: AVILA SHOWTIME. (3)

A Day Center Theatre Workshop for children. Student advisers working with instructor plan and supervise the workshop culminating in public presentation.

182. CHILDREN'S THEATRE. (3)

Play production for the child audience. Directing, scene design and techniques for staging. Participation in production possible. Arranged offering.

183. CREATIVE DRAMATICS. (2)

Methodology, techniques, and philosophy of working with children in creative dramatics programs with specifics for various age levels. (Lab work with children when possible.) Arranged offering.

ED 184. SPEECH FOR THE ELEMENTARY SCHOOL. (2)

Procedures and techniques for teaching speech as an aid to the classroom teacher with or without special training in speech. Voice training, bodily activity, rhythm, curricular correlation, and extracurricular activities. Arranged offering.

185, 186. ADVANCED ACTING I, II. (3,3)

Intensive ensemble work; thorough analysis of character and situation; a search for increased sensitivity to nuance of language and a deeper understanding of the sociopolitical situation of the given circumstances. Wholeness of creation is course objective. May be repeated for credit. I, II.

187. ACTING STYLES I. (3)

Projects in modes of acting from classical to modern. Prerequisites: ST 35, 135, 185, 196 or departmental approval. May be repeated for credit. I.

190, 191. PLAY DIRECTING I, II. (3,3)

Fundamentals of play directing. Study and written directorial analyses of scripts during first semester. Practical application of principles and directorial concepts in studio projects during second semester. Prerequisites: ST 35. May be repeated for credit. I, II.

192. DIRECTING STYLES. (3)

Principles and projects in modes of directing from classical to modern. Prerequisites: ST 190, 191 or departmental approval. I.

193. DIRECTING/ACTING SHAKESPEARE. (3)

Emphasis on special directional concepts for Shakespeare's varied dramatic repository, practice in styles of acting and mounting class projects and/or public presentations. Prerequisites: ST 190, 191, 192 or departmental approval. ST 193 may be applied to either Acting or Directing concentration. May be repeated for credit. II.

ED 195. TEACHING OF SPEECH IN THE SECONDARY SCHOOL. (2)

Methods and materials for developing skill and proficiency in all types of speech and in specialized types of performance. Arranged offering.

198, 199. DIRECTED STUDIES/TUTORIALS I, II. (3,3)

This course is intended to fulfill the particular needs and interests of the student nearing graduation. The student will pursue, under faculty supervision, an advanced study project in the area of his choice. Prerequisite: departmental approval. I, II.

WOMEN'S STUDIES (WS)

No major offered.

Minor: Eighteen hours in Women's Studies to be chosen with the approval of the adviser.

WS/BI 129. BIOLOGICAL AND GENETIC CONSIDERATIONS OF SEX DIFFERENCES. (1)

Besides a consideration of the physical and hormonal differences between men and women, the course will consider such topics as: mechanisms of sex determination; sexual anomalies; personal and social influences on gender identity; and gender differences in human development and disease susceptibility. I.

WS/EN 129. WOMEN AND MEN IN LITERATURE. (1-3)

Discussion of novels, short stories, poetry, and drama that deal with men's and women's changing roles in life, their psychological motivations, and their struggles to understand self and realize individuality. This course will be taught in three mini-sections that may be selected independently.

WS/FR 129. WOMEN IN FRENCH LITERATURE. (1)

An introduction to the roles of women as represented by French literature. Both historical and contemporary aspects will be studied. II.

WS/HI 129. WOMEN'S LIBERATION MOVEMENT: A HISTORICAL PERSPECTIVE. (1)

Covers the history of the image of women in America and the history of the feminist movement in the United States. I.

WS/PL 129. PHILOSOPHICAL PERSPECTIVES OF WOMEN. (1)

This course has three objectives: 1) to examine and critique the grounds for certain positions with regard to women; 2) to learn the implications for women with regard to certain philosophical systems; 3) to formulate one's own philosophy of woman. II.

WS/PA 129. WOMEN AND MANAGEMENT. (1)

The thrust of this course is on the unique problems encountered by women managers, supervisors and task leaders; assesses techniques of dealing with such problems, administrative decision-making and conflict resolution procedures. No prerequisite. See PA 129. I.

WS/PS 129. WOMEN IN POLITICS. (1)

Study of the basis of female participation in the American political process; who participates and why; political issues relevant to American women; legal rights of females; power and minority status. I.

WS/PY 129. PSYCHOLOGICAL ASPECTS OF BEING FEMALE. (3)

Exploration of the psychological factors contributing to female needs and personality traits. The personal assets and strains associated with female psychology will be related to students' personal experiences. I.

WS/SO 129. MINORITY WOMEN IN AMERICAN SOCIETY. (1)

A study of the female's traditional and changing roles in various minority groups (religious, economic, racial, ethnic) in American society. I.

WS/SO 129. SOCIALIZATION AND THE ROLES OF WOMEN. (1)

Analysis of the socialization and education of the American female, the consequences of this socialization and the roles women traditionally perform and may perform in the future. I.

WS/SO 129. WOMEN IN OTHER SOCIETIES. (1)

Cross-cultural comparisons. Examination of women's roles in various societies. I.

WS/SO 129. OLDER WOMEN: PROBLEMS AND POTENTIALS. (1)

Examines the effects of aging, biological and psychosocial, on women. Special emphasis on social status of aged women; economic security; employment, retirement, income maintenance. I.

WS/SO 129. WOMEN AND THE LAW. (1)

Study of deviancy patterns among women: types of deviancy; characteristics of the female offender; encounters with the criminal justice system; rehabilitation patterns. II.

WS/SO 129. WOMEN IN PROFESSIONS. (1)

A study of women's positions in American professions in order to achieve an understanding of the realities and analytical problems facing the professional women as well as a prognosis for the future. II.

WS/SO 129. WOMEN, HEALTH AND ILLNESS. (1)

An examination of the health status of women in American society. Much of the course will emphasize gender differences in mortality and morbidity. Other topics include the use of health services by women and responses to illness by women. II.

WS/SO 129. WOMEN IN BLUE-COLLAR OCCUPATIONS. (1)

An examination of the unique experiences of women in blue-collar occupations. Topics include the problems women face in blue-collar jobs. These include discrimination and sexual harassment. Also discussed is the future of full-time employment for women in blue-collar professions. II.

WS/SO 129. THE SOCIOLOGY OF HOUSEWORK. (1)

This course examines work in a special setting, the home. Topics include the division of labor in the home, differences between housework and other types of full-time employment, and alternative forms of housework. II.

WS/SO 129. WOMEN AND MIDDLE AGE. (1)

An exploration of the life experiences of middle-aged women. Much of the course will discuss various transitions in roles women experience as they age. Topics include the personal, family and career lives of middle-aged women. II.

WS/SO 129. FEMALE AND MALE RELATIONSHIPS. (1)

After examining a wide variety of female and male relationships, this course will focus on topics such as abrupt and gradual transitions in a relationship, the emergence of relationships, and the breakdown of female and male relationships. I.

WS/SO 129. POWER RELATIONSHIPS IN THE FAMILY. (1)

An examination of the uses of power by females and males within the family. Topics include power in dating relationships, marital relationships and sexual relationships. I.

WS/SO 129. DUAL-CAREER FAMILIES. (1)

This course examines those family situations where both parents work outside of the home. Topics include the consequences of a dual-career family style on children and adults, housework in a dual-career family, and power relationships in a dual-career marriage. I.

WS/ST 129. WOMEN AND THE MEDIA. (1)

A cursory study of women's rise and influence in theatre and television — from historical rejection to modern acceptance; her expanding presence and power in a "viewing" world will be considered by noting her shift from merely artistic endeavors to administrative positions, to writing and newscasting, among others. II.

ADMINISTRATION

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- Alfred J. Blasco** (1967) Chairman, Board of Trustees.
Sister Frances Virginia Cholet (1977) Assistant Provincial, Sisters of St. Joseph of Carondelet.
Sister Olive Louise Dallavis (1962) President, Avila College, Kansas City, Missouri.
Sister Mona Marie Buergher (1971) Fontbonne College, St. Louis, Missouri.
Sister Marie Damien Adams (1978) Fontbonne College, St. Louis, Missouri.
Mrs. Clarence Goppert (1969) Director, Goppert Foundation, Prairie Village, Kansas.
Norman P. Gordon (1967) Attorney and Senior Partner, Gordon and Gordon, Kansas City, Missouri.
Ole C. Jensen (1969) C.P.A. and Business Consultant, Kansas City, Missouri.
Julian Knopke (1971) President, Contractors Supply Company, Kansas City, Missouri.
John C. McKelvey (1973) President, Midwest Research Institute, Kansas City, Missouri.
William D. Webb (1969) Assistant Vice President-Communications, Kansas City Power and Light Company, Kansas City, Missouri.

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- Sister Olive Louise Dallavis** (1952) President. B.M., Fontbonne College; M.M., University of Illinois.
G. Richard Scott (1964) Academic Dean. Associate Professor of History and Political Science. B.A., M.A., Central Missouri State University.
Lynn F. Cupkie (1972) Dean of Students. Associate Professor of Psychology. B.A., M.S.Ed., St. Cloud State College; Ph.D., University of Missouri-Kansas City.
Sister Jean Bink (1976) Registrar and Instructor in Business. B.A., Fontbonne College; M.A., St. Louis University.
Kenneth Wever (1973) Business Manager. Northwestern State College.
Gary R. Forney (1977) Director of Admissions. B.S., Missouri Valley College.
Sister Una Marie Brumback (1969) Librarian, Associate Professor of Library Science. B.A., Fontbonne College; M.A., College of St. Catherine.
Sister Mary Paul Purfield (1974) Assistant Librarian. Assistant Professor of Library Science. B.A., Fontbonne College; M.A., Rosary College.
Jean D. Daubenat (1979) Assistant Librarian. Assistant Professor of Library Science. A.B., Barnard College; M.A., New York University; M.L.S., University of Arizona; Cand. Ph.D., University of Utah.
Richard Horn (1973) Assistant Librarian. Assistant Professor of Library Science. B.A., University of Missouri-Kansas City; M.A., University of Missouri-Columbia.
Reverend James P. Lyons (1979) College Chaplain. S.T.L., S.T.D., Catholic University of America.
Patricia Martin (1977) Director of Development. Baker University.
Susan Imel (1976) Director of Continuing Education. B.S., Indiana University; A.M.L.S., Ph.D., University of Michigan.
Robert Seitzer (1979) Director of Counseling and Related Services. B.A., College of St. Thomas; M.A., Central Michigan University; Ph.D., University of Missouri-Kansas City.
Carole Hamilton (1979) Developmental Counselor and Foreign Student Adviser. M.S., University of Kansas.
Thomas R. Lease (1976) Director of Student Life Activities. B.A., Moorhead State College.
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Colleges conducted by the Sisters of St. Joseph of Carondelet

Avila College

Kansas City, Missouri

Fontbonne College

St. Louis, Missouri

Mount St. Mary's College

Los Angeles, California

The College of St. Catherine

St. Paul, Minnesota

The College of Saint Rose

Albany, New York

St. Mary's Junior College

Minneapolis, Minnesota

STANDING COMMITTEES

The president and academic dean are ex officio members of all college committees.

Committee on Academic Affairs

Academic dean, chairmen of departments, and two students.

Committee on Library

Librarian, assistant librarians, a faculty representative from each department, and two students.

Committee on Admissions

Academic dean, registrar, director of admissions, director of counseling, health and related services, five faculty members, and two students.

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[illegible]

O. Indicate below most recent work experience:

Firm or Organization	Location	Kind of Work	Dates

P. If transfer student, please list course(s) currently in progress:

Institution	Course #	Course Title	Semester Hours

Q. If you have a baccalaureate degree are you seeking a second degree? Yes () No ()

R. If you have a baccalaureate degree, are you seeking Missouri teacher certification?

If yes, indicate area: _____

Do you currently have a Missouri teaching certificate? If so, please list _____

S. Have you been involved in any disciplinary procedures? Yes () No ()

T. Do you expect to receive financial aid from sources such as the G.I. Bill (Service Serial No. _____), Vocational rehabilitation, etc.? _____ If yes, list sources _____

U. Veteran's Status: (1) Non-Vet () (2) Vet () (3) Dependent of Vet () (4) In-Service ()

V. High School/Junior College Counselor: _____

W. Extra-curricular activities, hobbies, special honors or awards: _____

X. Name(s) of relative(s) who attended Avila College: _____

Y. *Religious Preference: Catholic () Non-Catholic ()

Z. Parent, Guardian, or Spouse's Name and Address: _____

Phone Number: () _____

Aa. Through what source(s) did you become interested in Avila: 1. Advertising () 2. Avila Admissions Office ()

3. Friends () 4. School Counselor () 5. Other () _____

Bb. *Race: 1. American Indian () 2. Asian () 3. Black () 4. Caucasian () 5. Hispanic ()

6. Other () _____

Cc. If I am accepted as a student, I agree to abide by all the rules and regulations of Avila College, and certify that the above information is correct:

Signed: _____ Date: _____

The following must be received by Avila's Admissions Office in order to process your application:

1. A non-refundable \$20.00 application fee.
2. Official transcripts from each institution attended, including high school and nursing schools.
3. Official test scores from A.C.T., or S.A.T. (as applicable)
4. Copy of Nursing license — if presently an R.N.

Classification: (check one)

- _____ degree seeking (Baccalaureate)
- _____ permission from parent college
- _____ high school student
- _____ special student — with a B.A. degree or higher
- _____ enrichment
- _____ graduate

Avila College does not discriminate on the basis of sex, race, age, color, handicap, or national origin in administration of its educational policies, admission policies, scholarship and loan programs and athletic and other school administered programs. Inquiries may be addressed to Pat Coleman, Director of Affirmative Action, at Avila College.

The Avila College Campus



1. O'Rielly Hall (1963)

Primary academic building with science laboratories and lecture hall, language labs, assembly hall and classrooms.

2. Blasco Hall (1963)

Administrative and Faculty Offices.

3. Marian Center (1965)

Student Center with cafeteria, snack bar, lounges, student government offices and book store.

4. Carondelet Hall (1965)

Residence Hall. Lower level contains the Hodes Education Center, housing the education and psychology faculty and the Montessori School.

5. Ridgway Hall (1970)

Residence Hall. Lower level contains the Art Department with studios and outdoor sculpture garden.

6. Foyle Hall (1967)

Residence hall for the Sisters of St. Joseph. Also houses the Orscheln Memorial Chapel.

7. Goppert Theatre & Borserine Center (1974)

Theatre with thrust stage and seating capacity of 500. Borserine Center houses offices, classrooms, lounges, and learning lab for nursing students and faculty.

8. Hooley-Bundschu Library (1978)

Library houses 80,000 volumes and a learning center. Lower level has the Whitfield Continuing Education Center and the Thornhill Art Gallery.

9. Mabee Fieldhouse (1980)

Contains the main gymnasium, equipment and locker rooms for both men and women, weight room, and athletic offices.

*All buildings are accessible to the handicapped.

Serving Educational Needs Since 1916

1980-1981

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COLLEGE

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